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ABSTRACT

The first listing of continuing education opportunities for library, information, and media personnel in the United States includes 178 programs offered by 51 institutions and organizations for the year 1976. Program information comes from 24 states and the District of Columbia. The fields with the largest number of programs are: medical librarianship; school/media librarianship; materials and services for children; administration and management; and media design, production, and programing. Listings are organized alphabetically under 60 subject headings. The fields of information covered include: title of course or program; target audience; location; mode and methods of presentation; dates; credit; fees; admission requirements; materials; persons; who will teach, evaluate, and coordinate the program; and educational objectives. There are a geographic index, a list of program sponsors, and a list of individual program leaders. (PF)

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CONTINUING LIBRARY EDUCATION NETWORK AND EXCHANGE

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CONTINUING EDUCATION OPPORTUNITIES FOR LIBRARY, INFORMATION, AND MEDIA PERSONNEL

JANUARY 1, 1976 --- DECEMBER 31, 1976

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Introduction

The first listing of continuing education opportunities for library, information, and media personnel in the United States appears on the following pages. It is the response of the Continuing Library Education Network and Exchange (CLENE) to a loud and clear expression of need for such a service.

There are included 178 programs offered by 51 institutions and organizations for the period from January 1, 1976, through December 31, 1976. This includes opportunities in 24 states and the District of Columbia. The breakdown by subject category of programs shows that the fields with the largest number of opportunities are:

Medical Librarianship (16)
School/Media Librarianship (13)
Children, Materials and Services for (13)
Administration and Management (13)
Media Design, Production, Programming (8)

Examination of the chart which shows the breakdown of states by HEW Region, indicates the geographical areas offering the greatest number of courses and the least number of courses.

What the List Is

The list of courses and programs is published as a service to all library, information, and media personnel who are interested in maintaining their competence and skill through the medium of formal courses and other organized activities in continuing library, media, and information science education. There are many ways by which practitioners may remain current and competent. Participation in formal programs and activities is only one of them.

System Designed to Serve Four Major Client Groups

This information system has been designed to serve four major client groups.

Library, information, and media personnel who are seeking information about available courses and programs to meet their needs now have recourse to a system to locate the specific type of course they are seeking and the various places such a course or program will be offered. The major mode of information will be in the form of a directory presenting courses by subject category and geographical location. Specific searches can be made by time offered, mode of the course, sponsor, and leader of the course. Other types of information provided that are important for those seeking information about types of courses include: costs, target audience for which the program was designed, level of difficulty, entrance requirements, methods used, type of credit and/or recognition given for completion of the program, evaluation of the course, and objectives stated in terms of educational outcomes--what can the participant expect to be able to do after completing the program?

The second group served by the system are those institutions and associations who provide continuing education for practitioners. The providers can publicize their own programs by sending their information to CLENE for distribution through the system to many more practitioners than they would be able to reach through their own mailings. They can supply in one central place all of the needed information about their programs that seekers generally need to know: location, target audience, sponsor, location of sponsoring agency, mode, time, methods, credit, recognition, level of course, fees, entrance requirements, preparation needed for the program, leader, method of evaluation, objectives, and contact points for further inquiries. Providers will also be able to determine from the system whether gaps or duplication of courses exist in their geographical area or in content areas in which they have expertise to develop courses. Finally, they will be able to learn the names of those who are currently teaching continuing education courses and programs.

The third group served by the system are planners concerned with manpower development and education. The system will provide a mapping of what exists for the continuing education of library, information, and media personnel. Needs of this clientele group include information about types of courses available, where there are gaps in course offerings, both in terms of course content and categories, information about geographical distribution of course offerings, and indications of where duplication of efforts or facilities might be unnecessary, and instructors currently teaching continuing education programs.

A final group served by the information system are continuing education instructors. Persons who are interested in teaching continuing education can identify which institutions are offering courses in the areas of their experience and when such courses are being offered during the year.

It is the opinion of the staff and the Board of Directors of CLENE that an annual list is a useful form in which courses may be announced. The list permits an individual library, imformation, or media specialist to plan his/her personal continuing education activities for an entire year in advance. It also encourages a state library agency, for example, to plan in advance a program of study for library, information, and media personnel within a state. Since some programs require extensive blocks of time, advanced planning enables an individual to arrange with his/her agency for absence during a period of study and to accommodate personal schedule requirements.

Parameters of Courses and Programs Included in the CLENE Information System

Eligible for listing in the CLENE Information System are programs or courses offered which have as their goal the enhancement of skills, knowledge or performance as developed for library, information, and media personnel. Regular courses which are offered for degrees--A.A., B.A., B.S., Ph.D., or other degree programs--are not included. However, courses and programs developed specifically for practitioners after entrance into the field, such as the Post-MLS courses and programs, are eligible for entry, even though they may, in some cases, lead to a certificate. Institutes, workshops, laboratories, or other specially designed continuing education programs are eligible.

There are many varities of continuing education programs for library, information, and media personnel. In this first directory, data was collected from library education programs (all levels); state, national, and regional library and information science associations, and state agencies. This first directory is a pilot venture; other groups who are interested in contributions for the next edition are invited to contact the CLENE office.

Nature of Data Elements

An essential requirement for the effectiveness of an information system is that its data elements be as complete and appropriate as possible. This is particularly true of an on-line system which will be required to answer quite specific questions about a course or program. Specific information is also important for purposes of analyzing statistically just what is being offered at the present time or in the immediate future. Further, it has been found in research in other professions, that when practitioners/students do not have enough information to know if a particular continuing education offering is really designed to meet their needs, a great deal of time is wasted by their taking inappropriate courses or programs.

For all these reasons, an attempt has been made in defining the elements in the CLENE Information System to consider the needs of the client groups served and include those elements which are necessary to give them the best service possible and still keep the system as cost-effective as possible. The CLENE information files are built within a generalized information storage and retrieval system called Word/One.

Use of the List

The courses and programs are arranged in columnar style to provide individuals with all pertinent information in easily accessible form. Opportunities are listed under sixty different subject headings, selected because they follow the general pattern of categories used in the annual directory issue of the Journal of Education for Librarianship, published by the Association of American Library Schools. For the convenience of the user, a number of specialized areas have been added to that basic list.

Library, information, and media personnel planning their study programs should look first for the general subject heading in which they are interested and then for the various course and program offerings under that heading. Under each category, the order of the listing is alphabetical, first by states, then by cities within the states, and then by beginning dates of courses.

For each program, information is given in twenty successive lines. The fields of information covered by the system are shown in the example on the next page, which is a print-out for one of the programs in the system.

A geographical index of institutions and organizations, according to state and city, is given at the end of the listing of offered programs.

Practitioners who wish to enroll for specific courses should write to the sponsoring institutions or organizations before traveling to the cities where the programs are offered. There are several reasons why such inquiry should be made well in advance of the scheduled date, if possible.

Dates, times, schedules, fees, and other details of listed courses are always subject to change. This is particularly likely to happen for programs scheduled in the fall, since final details are often not settled as the information is submitted for listing. Frequently, there is a numerical limit on the number of registrants permitted for a program. In such cases, selection is usually made on the basis of order of application. A program for which there is insufficient advance registration may be canceled. Some courses targeted for specialists may be open only to those with particular background in those specialties. On the other hand, some programs listed as designed for specialists may be open to general practitioners as well.

FIELDS OF INFORMATION COVERED

Subject Heading:--------------------------- BUDGETING AND FINANCIAL MANAGEMENT

State where course is to be held:-----TEXAS

Title of course or program:---------- LIBRARY FINANCIAL MANAGEMENT WORKSHOP
Target audience: --------------------For: Librarians with MLS or more; Administrators; Middle Managers; Blacks specially recruited
Name and address of sponsor: -------Sponsor: San Antonio College Library and Department of Continuing Education, 1001 Howard Street, San Antonio, Texas 78284 512-734-7311
Place where program to be held:-----At: San Antonio College Library
Frequency of offering/ Basic mode of presentation:-------- Mode: On demand; Workshop
Dates when program to be offered, Month/date/year:------------------ Time: 6 days, from 11/5/75 to 11/13/75; 18 hours; on demand; no application deadline
Instructional methods used: ---------Methods: Discussions, on-site visits, interviews with financial administration personnel
Type and number of credits, if any:--Credit: Continuing Education Units (1.8)
Other than credit: ------------------ Recognition: Certificate
Advanced/Intermediate/Basic: ------ Level: Advanced
Fees in dollars when available:------Fees: None; no available living accommodations on campus
Requirements for admission: -------- Entrance: MLS Degree; Senior staff needing advanced training in connection with work
Preparation participant to make before coming to program:---------Preparation: None
Name of leader or teacher:---------- Teacher: James O. Wallace, Director of Learning Resources, San Antonio College
List of descriptive materials available on the program:----------Descriptive: Syllabus
Who evaluates program? ------------ Evaluation: By participants
Person to write for more information: ---------------------- Contact: James O. Wallace, same address and phone as above
Placement services available to those who complete program? ---- Placement: No
Any special materials or equipment needed by the participant: -------- Special Materials: Supplied by sponsor
Objectives stated in terms of educational outcomes, e.g., a list of objectives that indicate what participant will be able to do when he/she completes the program: ------------------- Objectives: Explain the concept of budget; develop a budget request for the Library; read and apply the district budgetary system; develop procedures for handling cash receipts and disbursements; diagram the routine work flow in purchasing; set up ledgers for library use; know the persons who are involved in financially related services, their principal functions, and how their work relates to the Library; describe and apply the relationship between library management and institutional financial procedures.

Additional Uses of National Repository of Data Made Possible by On-Line System

It should be stressed that this is an on-line system, so that if a course or program is developed after the Directory is printed, it is still very important to enter it in the system, as the course and program information can be located by direct questions to any of the major categories included in the system. The system can supply print-outs in response to individual requests for very specific types of information, for example: "Is there a course in August on Program Budgeting for Librarians, in California, taught by simulation methods?" or "List all the courses offered in the area of management of libraries during July, 1976". It is also possible for an individual or organization to have sent to them on a regular basis information on all courses or programs that meet certain criteria in which they are interested, for example, content, location, time, etc. The SDI system services for members of CLENE will be at a percentage rate lower (how much yet to be determined) than the costs of the service for non-CLENE members.

Exact arrangements for getting information from the national repository of data about continuing education opportunities for library, information, and media personnel will be worked out in the near future based on findings of this initial list.

Course and Program Listings Invited At All Times

As an on-line system has been established and individuals and organizations can access it continuously, it is important for developers of opportunities to send in their programs as soon as they are established.

The National Repository is intended to serve as a resource for the whole field of library, media, and information science. Your assistance in this important project, by sending in information on your programs and courses that fall within the scope of the parameters, will add to the accuracy and utility of the system. Not only will your participation make available to continuing education planners and practitioners information regarding the availability of continuing education offerings on a nationwide scale, but you will be providing a way for other practitioners/students and educators to learn about your program. Thus needless duplication of continuing education activities can be avoided, and existing or proposed offerings will be open and available to all interested and concerned individuals.

If you are offering courses or programs that fit into the parameters described in the preceding paragraphs and did not receive a data form, or received one and did not return it, and would like your continuing education programs listed in the CLENE Information System, please write for data forms to the CLENE Office, Box 1228, 620 Michigan Ave., N.E., Washington, D.C. 20064.

Note: Please request one form for each course or program you wish included. Or, better still, duplicate as many forms as you need from a single form. To be entered into the system, each program must be on a separate form.

CHART

Chart indicates the number of programs offered by state in ten DHEW/USOE regions.

Region I

Connecticut	1
Maine	
Massachusetts	
New Hampshire	
Rhode Island	2
Vermont	

Region II

New York	22
New Jersey	12
Puerto Rico	
Virgin Islands	

Region III

Delaware	
Maryland	
Pennsylvania	4
Virginia	
W. Virginia	1
Dist. of Col.	21

Region IV

Alabama	3
Florida	
Georgia	7
Kentucky	2
Mississippi	
N. Carolina	5
S. Carolina	
Tennessee	1

Region V

Illinois	11
Indiana	
Michigan	4
Minnesota	18
Ohio	9
Wisconsin	17

Region VI

Arkansas	
Louisiana	
N. Mexico	
Oklahoma	4
Texas	4

Region VII

Missouri	2
Iowa	
Kansas	2
Nebraska	

Region VIII

Colorado	15
Montana	
N. Dakota	
S. Dakota	
Utah	
Wyoming	

Region IX

California	2
Arizona	5
Hawaii	
Nevada	

Region X

Alaska	
Idaho	
Oregon	4
Washington	

CONTINUING EDUCATION OPPORTUNITIES FOR LIBRARY, INFORMATION, AND MEDIA PERSONNEL

Directory

ADMINISTRATION AND MANAGEMENT

ARIZONA

EVALUATING LIBRARY PROGRAMS

For: Librarians with MLS or more, Administrators, Middle Managers
Sponsor: University of Arizona, Graduate Library School,
1515 E. First St., Tucson, AZ 85708
602-884-3565
At: University of Arizona, Graduate Library School,
1515 E. First St., Tucson, AZ 85708
Mode: Intermittent; workshop
Time: 5 days, from 3/27/76 to 4/24/76; approximately 15 contact hrs., 15 total hrs.; weekly; application deadline is 3/27/76
Methods: Discussions, lectures
Credit: Graduate credit (1)
Recognition: None
Level: Advanced
Fees: Tuition: $32; no information on living accommodations
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: SCHOLZ, Bill, Mr., Assistant Professor, University of Arizona
Descriptive: Brochure, syllabus
Evaluation: External system of evaluation
Contact: Dr. Donald C. Dickinson, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This workshop is designed to familiarize students with the form and use of the CIPP model (Context, Input, Process, and Product) in planning and evaluation of library public service programs.

ADMINISTRATION AND MANAGEMENT

CALIFORNIA

INSTITUTE ON MANAGEMENT FOR HEALTH SCIENCES LIBRARIANS
For: Librarians with MLS or more, Operating Librarians without MLS, Administrators, Middle Managers; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Asilomar Conference Grounds, 800 Asilomar Blvd.,
Pacific Grove, CA 93950
Mode: Continuous, offered on a regualr basis each year; institute
Time: 3 days, from 8/17/76 to 8/20/76; approximately 20 contact hrs., 5 preparation hrs., 28 total hrs.; annually; application deadline varies
Methods: Discussions, lectures, open questions, team teaching, study registrants' own situations
Credit: Continuing Education Units (1.5)
Recognition: Certificate
Level: Information not provided
Fees: Not finalized at this time; will include room and board; living accommodations for singles and couples will be included
Entrance: Required work experience: librarians responsible for administration of health sciences libraries or about to assume such duties
Preparation: Registrant's library situation must be described in advance
Teacher: NAHSER, Ron, Vice President, F. Nahser & Assoc.;
WEBSTER, Duane, Director, OULMS, ARL;
CARROLL, Dan, President, Gould, Inc.
Descriptive: Brochure
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Information not provided

ADMINISTRATION AND MANAGEMENT

COLORADO

SMALL LIBRARY MANAGEMENT

For: Clericals, Library Technicians, Paraprofessionals, Operating Librarians without MLS

Sponsor: Special Libraries Association, Education Committee,
235 Park Ave. South, New York, NY 10003
212-777-8136

At: Convention Center, Denver, CO

Mode: On demand; institute

Time: 1 day, on 6/6/76; approximately 6 contact hrs., 0 preparation hrs.; annually; application deadline is 5/7/76

Methods: Lectures, open questions, overhead projection

Credit: No credit

Recognition: Certificate

Level: Basic or beginner

Fees: Other fees: $50 (SLA members), $60 (non-members); no information on living accommodations

Entrance: No requirements

Preparation: None

Teacher: KOENIG, Michael (ISI),
BURNS, Ruth (Franklin Mint),
FLETCHER, Marjorie (American College Life Underwriters),
ADELMAN, Jean (U. of Penn.)

Descriptive: Information in March, 1976, issue of Special Libraries

Evaluation: By participants

Contact: John Rock, same address and phone as above

Placement: No

Special Materials: Materials supplied by teachers, equipment supplied by sponsor

Objectives: An overview of small library management problems on the subjects of budget, reports (including graphics), acquisition of books and serials and acquisition and organization of vertical files.

ADMINISTRATION AND MANAGEMENT

WASHINGTON, D.C.

PERSONNEL ADMINISTRATION
For: Administrators(12), Personnel Administrators (12)
Sponsor: Metro. Washington Council of Govts.,
Librarians Technical Committee,
1225 Connecticut Ave., NW, Washington, DC 20036
202-223-6800,x320
With Office of Education, HEW
At: Metro. Washington Council of Govts.,
1225 Connecticut Ave., NW, Washington, DC 20036
Mode: Continuous; Home Study or Home Study/ Group Study
Time: 2 days, from 2/10/76 to 2/11/76; 24 contact hrs., 0 preparation hrs., 24 total hrs.; application deadline is 1/30/76
Methods: Discussions, lectures, open questions, reading materials, slides/filmstrips, team teaching
Credit: No credit
Recognition: None
Level: Intermediate
Fees: None
Entrance: Open to Personnel Administrators as well as librarians
Preparation: Information not provided
Teacher: DAHLKE, A., Consultant
Descriptive: Brochure
Evaluation: By participants; internal system of evaluation
Contact: Mary Sage, same address and phone as above
Placement: Information not provided
Special Materials: None needed
Objectives: The goal of this workshop is to provide means by which librarians dealing with personnel administration can interact with professional personnel administrators to identify and solve common problems with the help of subject specialists. The workshop will be conducted in the self-directed learning mode which allows participants to establish their own learning objectives.

ADMINISTRATION AND MANAGEMENT

WASHINGTON, D.C.

SUPERVISORY SKILLS

For: Librarians with MLS or more (8),
Administrators (8), Middle Managers (8)
Sponsor: Metro. Washington Council of Govts.,
1225 Connecticut Ave., NW,
Washington, DC 20036
202-223-6800,x320
With: Office of Education, HEW
At: Metro. Washington Council of Govts.,
1225 Connecticut Ave., NW, Washington, DC 20036
Mode: Continuous; Workshop
Time: 3 days from 5/4/76 to 5/6/76; approximately 18 contact hrs., 0 preparation hrs., 18 total hrs.; application deadline is 4/16/76
Methods: Discussions, lectures, open questions, team teaching
Credit: No credit
Recognition: None
Level: Intermediate
Fees: None
Entrance: MLS Degree, Supervisory experience
Preparation: Information not provided
Teacher: Not known at this time
Descriptive: Brochure
Evaluation: By participants; internal system of evaluation
Contact: Mary Sage, same address and phone as above
Placement: Information not provided
Special Materials: None needed
Objectives: Participants will be introduced to skills and techniques which will aid them with supervisory responsibilities. Specific areas dealt with will include time management, decision making, and staff utilization.

ADMINISTRATION AND MANAGEMENT

WASHINGTON, D.C.

THE GOVERNMENTAL LIBRARY SIMULATION FOR THE STUDY OF ADMINISTRATION OF A SPECIAL LIBRARY

For: Librarians with MLS or more, Administrators, Middle Managers; maximum 20

Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085

At: The Catholic University of America, Department of Library Science, Washington, DC 20064

Mode: Intermittent, offered on a regular basis each year; classroom presentation

Time: 15 days, from 9/00/76 to 1/00/77; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; application deadline is 8/00/76

Methods: Discussions, problem sets and exercises, role-playing exercises

Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)

Recognition: Grade

Level: Advanced

Fees: Tuition: $100/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; living accommodations on campus available for singles

Entrance: MLS Degree, BA, BS Degree

Preparation: Information not provided

Teacher: KADEC, Sarah M. Thomas, Chief of Library Systems, Environmental Protection Agency

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Washington, DC 20064 202-635-5256

Placement: Information not provided

Special Materials: Information not provided

Objectives: To provide practicing librarians insight into alternatives in management and administration of special libraries; to improve administrative practices. Upon successful completion of the course, students shouls be able to: handle communication problems in special library situations; deal more effectively with personnel problems; perform better in the budgeting nd planning processes of government and library operation within this framework; apply alternatives in the handling of problems.

ADMINISTRATION AND MANAGEMENT

GEORGIA

ROLE OF THE STATE PUBLIC LIBRARY AGENCY
For: Librarians with MLS or more, Operating Librarians without MLS, 5th year students; maximum 15
Sponsor: Emory University, Div. of Librarianship, Atlanta, GA 30322 404-377-2411,x 7671
At: Emory University, Atlanta, GA 30322
Mode: Intermittent; once only; seminar
Time: from 3/29/76 to 6/10/76; approximately 22 contact hrs.; application deadline is 3/1/76
Methods: Information not provided
Credit: Graduate credit(5); Credit toward Post-MLS certificate(5)
Recognition: Grade
Level: Information not provided
Fees: Total: $395; special rate available for practitioners; living accommodations available on campus
Entrance: BA,BS Degree
Preparation: Information not provided
Teacher: THAXTON, Carlton, Director, Georgia Public Library Agency
Descriptive: None
Evaluation: Information not provided
Contact: A. V. Lawson, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: Understanding of the administrative structure, legal basis, and role of the state public library agency in support of library services.

ADMINISTRATION AND MANAGEMENT

ILLINOIS

INSTITUTE ON EFFECTIVE LIBRARY MANAGEMENT

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
With: American Hospital Association
At: Unsure at this time
Mode: Continuous, circuit; institute
Time: 3 days; approximately 22 contact hrs., 0 preparation hrs., 22 total hrs.; application deadline varies
Methods: Discussions, films, lectures, open questions, overhead projection, panel presentations, role-playing exercises
Credit: No credit
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $122.50 (MLA or AHA members), $172.50 (others); living accommodations available at hotels where course is presented; tuition includes three lunches
Entrance: No requirements
Preparation: Information not provided
Teacher: Selected by AHA and MLA from individuals with subject expertise and teaching experience
Descriptive: Brochure
Evaluation: By participants
Contact: Kent Rice or Eloise Foster, American Hospital Assn.,
840 N. Lake Shore Drive, Chicago, IL 60611
312-645-9487
Placement: No
Special Materials: Supplied by sponsor
Objectives: Information not provided

ADMINISTRATION AND MANAGEMENT

OHIO

LIBRARY EXECUTIVE DEVELOPMENT ALUMNI CONFERENCE

For: Administrators
Sponsor: Miami University, School of Business Administration, Oxford, OH 45056 513-529-4129
At: Miami Univ., School of Business Administration, Oxford, OH 45056
Mode: Offered on a regular basis each year; workshop
Time: 2 1/2 days, from 6/00/76 to 8/00/76; approximately 16 contact hrs., 9 preparation hrs., 25 total hrs; application deadline is unknown
Methods: Case study materials, discussions, diagnostic tests, lectures, open questions, reading materials, role-playing exercises
Credit: No credit
Recognition: None
Level: Advanced
Fees: $150 (covers tuition, room, board); living accommodations on campus available
Entrance: Must have taken Library Executive Development Program
Preparation: Information not provided
Teacher: WATSON, Charles, Dr., Director, Center for Management Services, Miami Univ.
Descriptive: None
Evaluation: By participants
Contact: Dr. Charles Watson, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: General objectives are the same as those for the one week Library Executive Development Program. Topics for the 2 1/2 day Alumni Conferences are more specific and limited in nature. Topics vary from year to year and the 1976 topic has not yet been chosen.

OHIO

LIBRARY EXECUTIVE DEVELOPMENT PROGRAM
For: Administrators; maximum 70
Sponsor: Miami University,
School of Business Administration,
Oxford, OH 45056
513-529-4129
At: Miami Univ., School of Business Admin.,
Oxford, OH 45056
Mode: Continuous; institute
Time: 6 days, from 8/00/76 to 8/00/76;
approximately 35 contact hrs., 15 preparation hrs.,
50 total hrs.; application deadline is 7/1/76
Methods: Case study materials, discussions,
diagnostic tests, lectures, open questions,
reading materials, role-playing exercises
Credit: No credit
Recognition: Certificate
Level: Intermediate, advanced
Fees: $295(covers tuition, room, and board);
living accommodations on campus available
Entrance: Work experience requirement:
administrative responsibility in a library
Preparation: Information not provided
Teacher: WATSON, Charles, Dr., Director,
Center for Management Services, Miami Univ.
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. Charles Watson, same address and
phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: This is a week-long seminar in general management. Its primary aim is to assist selected library administrators to improve their managerial effectiveness. Specifically, the program teaches participants: to have a deeper understanding of themselves and their roles and responsibilities as library administrators; to become better planners, better organizers, better communicators, and better leaders; to improve their ability to understand and work with people; to create organizational climates that promote cooperation and teamwork; to continue to learn and improve themselves for increased responsibilities and challenges far into the future.

ADMINISTRATION AND MANAGEMENT

OHIO

EXECUTIVE DEVELOPMENT PROGRAM FOR LIBRARY ADMINISTRATORS

For: Librarians with MLS or more, Administrators, Operating Librarians without MLS, Middle Managers, Trustees, Technical Information Specialists, Media Specialists, Information Science Specialists

Sponsor: University of Miami,
School of Business Administration,
Oxford, OH 45056
513-529-4129

At: University of Miami,
School of Business Administration,
Oxford, OH 45056

Mode: Continuous; classroom presentation, seminar

Time: 6 days, from 8/1/76 to 8/7/76; approximately 40 contact hrs., 10 preparation hrs., 50 total hrs.; yearly; application deadline is 7/17/76

Methods: Case study materials, discussions, diagnostic tests, films, games, lectures, open questions, overhead projection, reading materials, role-playing exercises, simulation methods, slides/filmstrips

Credit: Continuing Education Units (4)

Recognition: Certificate

Level: Intermediate

Fees: Total: $295; living accommodations on campus available for singles and couples

Entrance: No requirements other than participant be a professional in library service

Preparation: None

Teacher: WATSON, Charles, Dr., School of Business, Miami University, Oxford, OH 45056

Descriptive: Brochure

Evaluation: By participants, by an expert, internal system of evaluation

Contact: Dr. Charles E. Watson, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: The Executive Development Program for Library Administrators is a week-long seminar in general management. Its primary aim is to assist selected library administrators improve their managerial effectiveness. Specifically, the program teaches participants: to have a deeper understanding of themselves and their roles and responsibilities as library administrators; to become better planners, better organizers, better communicators, and better leaders; to improve their ability to understand and work with people, and to create organizational climates that promote cooperation and teamwork; to continue to learn and to improve themselves for increased responsibilities and challenges far into the future.

ADMINISTRATION AND MANAGEMENT

OKLAHOMA

MANAGEMENT BY OBJECTIVES FOR LIBRARIANS
For: Librarians with MLS or more, Administrators, Middle Managers
Sponsor: University of Oklahoma, School of Library Science, 401 W. Brooks, Room 120, Norman, OK 73069
405-325-3921
At: University of Oklahoma, School of Library Science, Norman, OK 73069
Mode: Once only
Time: 2 days, from 3/12/76 to 3/13/76; approximately 16 contact hrs.; daily; no application deadline
Methods: Discussions, laboratory work, problem sets and exercises
Credit: Graduate credit (1)
Recognition: Grade
Level: Advanced
Fees: Tuition: $20/credit hr.; living accommodations on campus available for singles
Entrance: MLS Degree
Preparation: Information not provided
Teacher: RISEBROW,Ruth, Assistant Professor, University of Arizona
Descriptive: Brochure
Evaluation: By participants
Contact: Off Campus Classes, 1700 Asp, Norman, OK 73069
405-325-5101
Placement: No
Special Materials: Information not provided
Objectives: This continuing education workshop is designed to enable librarians in middle management positions to operate effectively within an objective based, results-oriented system.

ADMINISTRATION AND MANAGEMENT

PENNSYLVANIA

SEMINAR ON AFFIRMATIVE ACTION PROGRAM
For: Librarians with MLS or more, Administrators(27), Business Managers(5)
Sponsor: State Library of Pennsylvania,
Harrisburg, PA 17126
717-787-8007
At: State Library of PA, Harrisburg, PA 17126
Mode: Once only; Seminar
Time: 3 days; approximately 24 contact hrs.; will be offered either in March or April, 1976.
Methods: Case study materials, discussions, lectures, open questions, problem sets and exercises
Credit: No credit
Recognition: Public acknowledgement
Level: Basic or beginner
Fees: None
Entrance: None
Preparation: Participants to submit data prior to the seminar
Teacher: LUNDBERG, James W., Executive Director, Institute for Manpower Management
Descriptive: Articles, brochure
Evaluation: By participants; internal system of evaluation
Contact: Mr. Atauar Faruquee, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: To give the participants a solid background and recognition of the philosophy behind affirmative action; to assist the participants to develop or revise their own affirmative action programs; to help participants plan their program; to create an atmosphere for participants to develop a positive attitude toward affirmative action and equal employment opportunity.

ADULTS, MATERIALS AND SERVICES FOR

WASHINGTON, D.C.

CONSUMER PROTECTION INFORMATION
For: Librarians with MLS or more(10), Operating librarians without MLS(3), Consumer protection specialists(12)
Sponsor: Metro. Washington Council of Govts., Librarians Technical Committee, 1225 Connecticut Ave., NW, Washington, DC 20036 202-223-6800,x320 With Office of Education, HEW
At: Metro. Washington Council of Govts., 1225 Connecticut Ave., Washington, DC 20036
Mode: Continuous; Workshop
Time: 2 days from 3/2/76 to 3/3/76; approximately 12 contact hrs., 20 total hrs.; application deadline is 2/16/76
Methods: Discussions, lectures, open questions, team teaching
Credit: No credit
Recognition: None
Level: Intermediate
Fees: None
Entrance: No requirements
Preparation: Information not provided
Teacher: Not known at this time
Descriptive: Brochure
Evaluation: By participants, internal system of evaluation
Contact: Mary Sage, same address and phone as above
Placement: Information not provided
Special Materials: None needed
Objectives: The goal of this workshop is to provide a forum for librarians and representatives from local consumer protection agencies to come together and discuss the roles libraries should play with respect to consumer education. The group will develop a document which will identify informational aspects of the problem, consider alternatives for library involvement, and arrive at recommendations.

NORTH CAROLINA

MODERN PRACTICE OF ADULT EDUCATION
For: Administrators, Middle Managers, Information Science Specialists
Sponsor: North Carolina State University, Box 5504, Raleigh, NC 27606 919-737-2829
At: North Carolina State University, Raleigh, NC 27606
Mode: Offered on a regular basis each year; workshop
Time: 15 days, from 6/28/76 to 7/16/76; approximately 90 contact hrs., 90 total hrs.; application deadline is 6/28/76
Methods: Case study materials, discussions, field experience, films, lectures, open questions, overhead projection, panel presentations, problem sets and exercises, reading materials, role-playing exercises, simulation methods, slides/filmstrips, TV or video tapes, inquiry teams
Credit: Audit (3); Graduate credit (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $150; living accommodations available on campus for singles and couples
Entrance: BA,BS Degree
Preparation: Information not provided
Teacher: KNOWLES, Malcolm S., Professor, N.C. State University
Descriptive: Brochure, syllabus
Evaluation: By participants, internal system of evaluation
Contact: Malcolm S. Knowles, same address and phone as above
Placement: No
Special Materials: Two reference books, supplied by participant
Objectives: To develop knowledge of basic principles and methods of program development and an understanding of their application in a variety of settings; to develop skill in basic administrative functions, such as policy formulation, selecting, training and supervising leaders and teachers, promoting and interpreting; financing, working with boards and committees, and program evaluation; to develop an understanding of a broad range of methods and techniques available to help adults learn; to develop knowledge of the rationales for selecting particular methods and techniques for achieving particular educational objectives; to develop skill in using new methods and techniques; to develop skill in designing learning experiences that make use of combinations of methods and techniques for optimal learning; to develop insight into the nature and dynamics of organizational life and an understanding of the implications of these dynamics for the

management of an adult educational enterprise; to develop an understanding of the role of adult educator as consultant and skill in using the consultation process in facilitating individual, group, and organizational change.

RHODE ISLAND

MONTHLY ADULT BOOK MEETINGS

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS
Sponsor: Rhode Island Department of State Library Services,
95 Davis Street, Providence, RI 02908
401-277-2726
With: Coordinators of regional interrelated library systems
At: Various libraries in the state
Mode: Offered on a regular basis each year; format varies
Time: 10 days, from 9/00/76 to 6/00/77; approximately 25 contact hrs., 25 total hrs.; monthly; no application deadline
Methods: Discussions, films, lectures, open questions, panel presentations, reading materials
Credit: No credit
Recognition: None
Level: All
Fees: None
Entrance: No requirements
Preparation: Information not provided
Teacher: Varies
Descriptive: None
Evaluation: By coordinators
Contact: Beatrice Lufkin, Supervisor of Adult Services, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To acquaint practicing librarians with various special topics. Different speakers are featured at each session. Lists of pertinent books are distributed and the books themselves are on display.

TEXAS

DEVELOPING SKILLS IN PLANNING LIBRARY PROGRAMS FOR THE ADULT PUBLIC

For: Staff with responsibility for adult services; maximum 50
Sponsor: Southwestern Library Association,
7371 Paldao Dr., Dallas, TX 75240
214-234-1555
With: Local Host
At: Southwest Region: Arkansas, Arizona, Louisiana, New Mexico, Oklahoma, Texas
Mode: On demand; workshop
Time: 2 1/2 days; approximately 12 contact hrs., no application deadline
Methods: Case study materials, discussions, films, games, lectures, open questions, problem sets and exercises, role-playing exercises, simulation methods, slides/filmstrips
Credit: No credit
Recognition: Certificate
Level: Basic or beginner
Fees: Information not provided
Entrance: Work experience in adult services
Preparation: Pre-test
Teacher: WARNCKE, Ruth, Library Consultant; O'DONNELL, Peggy, CELS Coordinator, SWLA
Descriptive: None at present
Evaluation: By participants, internal system of evaluation, external system of evaluation
Contact: Peggy O'Donnell, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To help participants plan library programs that will reach the adult population and expand the library's role in the community (based on an SWLA Title IIB Institute).

WISCONSIN

PLANNING READER SERVICES IN THE CONTEXT OF THE PUBLIC LIBRARY SYSTEM
For: Librarians with MLS or more, Administrators,
Operating Librarians without MLS, Middle Managers
Sponsor: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
608-263-2900
At: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
Mode: Intermittent; classroom presentation
Time: 15 days, from 1/26/76 to 5/21/76;
approximately 45 contact hrs., 100 preparation hrs.; weekly;
application deadline is 1/19/76
Methods: Discussions, games, lectures, reading materials,
simulation methods
Credit: Audit (0), graduate credit (3),
credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $169.50 (Wis. resident), $537 (out-of-state);
no information on living accommodations
Entrance: Basic reader services course or experience
Preparation: Information not provided
Teacher: MONROE, Margaret E., Professor,
University of Wisconsin/Madison, Library School
Descriptive: Catalog
Evaluation: By participants
Contact: Mrs. Phyllis Boyle, same address and phone as above
Placement: Information not provided
Special Materials: Supplied by sponsor
Objectives: Information not provided

ARCHIVES

WASHINGTON, D.C.

INTRODUCTION TO MODERN ARCHIVES ADMINISTRATION

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Library Users, Technical Information Specialists, Information Science Specialists, Media Specialists, Archivists; maximum 40

Sponsor: The American University, Department of History, Washington, D.C. 20016 202-686-2401 With: National Archives and Records Service, GSA, Library of Congress, Maryland Hall of Records

At: National Archives and Records Service, National Archive Building, Room 410, Pennsylvania Ave., Washington, D.C. 20408

Mode: Continuous; offered on a regular basis each year; classroom presentation

Time: 12 days from 1/12/76 to 1/23/76; and from 5/11/76 to 5/22/76; approximately 70 contact hrs., #35 preparation hrs.; application deadline is one month in advance of beginning date

Methods: Case study materials, discussions, diagnostic tests,films, lectures, open questions, on-site visits, overhead projection, panel presentations, problem sets and exercises, reading materials, team teaching

Credit: Audit (3), Continuing Education Units (3), Graduate credit (3), Undergraduate credit (3); no credit option

Recognition: Grade, certificate

Level: Basic, intermediate, advanced

Fees: Tuition: $300 (credit); $250 (no credit); no living accomodations available on campus

Entrance: No requirements

Preparation: Readings prior to program; materials to be brought

Teacher: EVANS, Frank B.; COKER, C.F.W., National Archives and Records Service

Descriptive: Brochure, syllabus

Evaluation: By participants, internal system of evaluation

Contact: Miss Phyllis Levine, Dept. of History, The American Univ., Washington, D.C. 20016 202-686-2401

Placement: No

Special Materials: None needed

Objectives: To present theory, principles, and techniques of archives administration for modern documentary material of both public and private origin

ARCHIVES

WASHINGTON, D.C.

ADMINISTRATION OF PHOTOGRAPHIC ARCHIVES

For: Librarians with MLS or more; Administrators, Middle Managers; maximum 15

Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085

At: The Smithsonian Institution, Washington, DC 20560

Mode: Intermittent, offered on a regular basis each year; classroom presentation

Time: 10 days, from 5/3/76 to 6/4/76; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; bi-weekly; application deadline is 4/26/76

Methods: Discussions, lectures, reading materials, slides/filmstrips, student presentations of project work

Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)

Recognition: Grade

Level: Advanced

Fees: Tuition: $75/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan); living accommodations on campus available for singles

Entrance: MLS Degree, BA, BS Degree

Preparation: Information not provided

Teacher: GLENN, James R., Mr., National Anthropological Archives, Smithsonian Institution, Washington, DC 20560

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Washington, DC 20064 202-635-5256

Placement: Information not provided

Special Materials: Information not provided

Objectives: Photographic documents present special problems to the librarian/archivist. These problems are encountered in all steps in working with photographs. The course is designed to make library science students aware of these problems and to introduce them to successful methods in dealing with them. When the workshop is over, the students should be able to: recognize and define the different types of photographic materials that may appear in a library or archive; define terms in the essential vocabulary of the photographic librarian/archivist; list and describe publications useful in working with photographs; describe methods of establishing and augmenting photographic collections; list and describe controls required in accessioning photographic material and explain their purposes; outline the different methods of arranging and describing photographic materials, and from practical experience, describe at least one method in detail; list essential elements in captions, explain the importance of complete caption data, and outline ways of attempting to fill in incomplete data; discuss the various uses of photographs by readers and researchers; explain the nature of several national collections of photographic material in Washington; discuss legal problems encountered in servicing photographic collections; list essential equipment and supplies for a photographic library/archives; list major types of deterioration of photographic materials and explain courses of action to prevent or remedy deterioration.

ARCHIVES

GEORGIA

ARCHIVES AND RECORDS MANAGEMENT APPRENTICE PROGRAM

For: Students of history; maximum 3

Sponsor: Georgia Department of Archives and History,
330 Capitol Ave., S.E., Atlanta, GA 30334
404-656-2362
With: various participating colleges and universities

At: State Archives and Records Building, Atlanta, GA 30334

Mode: Offered on a regular basis each year; internship/practicum

Time: 55 days, from 3/29/76 to 6/11/76, and from 9/27/76 to 12/3/76; approximately 68 contact hrs., 48 preparation hrs., 416 total hrs.; semi-annually; application deadline is previous academic quarter

Methods: Case study materials, discussions, films, laboratory work, lectures, open questions, on-site visits, overhead projection, panel presentations, problem sets and exercises, radio, slides/filmstrips

Credit: Continuing Education Units (to be arranged), graduate credit (to be arranged), undergraduate credit (15)

Recognition: Grade

Level: Basic or beginner

Fees: None; living accommodations on campus not available

Entrance: 2 years undergraduate with major work in history

Preparation: Readings prior to program

Teacher: PEDERSON, Ann, Deputy State Archivist, Georgia Department of Archives and History

Descriptive: Syllabus

Evaluation: By participants, internal system of evaluation, external system of evaluation

Contact: Ann Pederson, Deputy State Archivist,
404-656-2362

Placement: No

Special Materials: None needed

Objectives: Upon completion of the ARM program, the student should be thoroughly familiar with basic archival and records management literature, principles, and procedures, as well as their application in actual work situations. He will be particularly well-equipped for work in any repository specializing in government records. The student will have received sufficient training to qualify for beginning archival and records management positions in most institutions. Furthermore, the program content can, within reason, be tailored to fit individual student needs. For example, if a student has enrolled in the course to prepare for a specific job, his program can be adapted to give him additional instruction related to his job requirements. The Georgia Department of Archives and History regularly recommends outstanding apprentices for jobs with archival institutions.

ARCHIVES

GEORGIA

ARCHIVES INSTITUTE

For: Graduate Students, Prospective Archivists, Librarians with archival collections; maximum 20

Sponsor: Georgia Department of Archives and History,
330 Capitol Ave., S.E., Atlanta, GA 30334
404-656-2358 or 656-2362
With: Division of Librarianship, Emory University

At: State Archives and Records Building, Atlanta, GA 30334

Mode: Offered on a regular basis each year; institute

Time: 26 days, from 7/26/76 to 8/20/76; approximately 39 contact hrs., 19.4 preparation hrs., 156 total hrs.; annual; application deadline is 5/1/76

Methods: Case study materials, discussions, films, laboratory work, lectures, open questions, on-site visits, panel presentations, problem sets and exercises, reading materials, slides/filmstrips

Credit: Graduate credit (6), no credit option

Recognition: Grade, certificate

Level: Basic or beginner

Fees: Tuition: $474 (credit), $175 (non-credit); books: $15; living accommodations on campus available for singles and couples

Entrance: BA, BS Degree

Preparation: Readings prior to program-optional

Teacher: HART, Carroll, Director,
Georgia Department of Archives and History

Descriptive: Brochure, syllabus

Evaluation: By participants, internal system of evaluation

Contact: Miss Carroll Hart, Director,
Georgia Department of Archives and History,
404-656-2358

Placement: Yes

Special Materials: None needed

Objectives: Upon completion of the Archives Institute, the participant should be thoroughly familiar with basic archival and records management literature, principles and procedures. The participant will have received sufficient training to qualify for beginning archival and records management positions. The Institute program is well known and accepted by many archival institutions throughout the country, and the Georgia Department of Archives and History regularly recommends outstanding participants for job vacancies.

ARCHIVES

GEORGIA

ARCHIVES INSTITUTE (ARCHIVAL PRACTICES)
For: Librarians with MLS or more, Operating Librarians without MLS, Historians; maximum 20
Sponsor: Emory University, Div. of Librarianship, Atlanta, GA 30322 404-377-2411,x7671
At: Georgia Dept. of Archives & History, Georgia Archives Bldg., Atlanta, GA
Mode: Continuous; offered on a regular basis each year; institute
Time: 4 weeks from 7/26/76 to 8/20/76; full-time; application deadline: 6/1/76
Methods: Discussions, laboratory work, lectures, on-site visits, panel presentations, problem sets and exercises, reading materials
Credit: Graduate credit(6)
Recognition: Grade, certificate
Level: Advanced
Fees: Tuition: $474 (credit awarded); $175 (non-credit); living accommodations available
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: HART, Carroll, Director, Georgia Dept. of Archives & History
Descriptive: Brochure
Evaluation: By participants; internal system of evaluation
Contact: A. V. Lawson, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: Concepts and practices of archival administration and experience in the research, use, and management of both traditional and modern documentary materials. Records management techniques in the handling of modern records.

ARCHIVES

OHIO

WORKSHOP FOR COLLEGE AND UNIVERSITY ARCHIVISTS
For: Librarians with MLS or more, Administrators, Middle Managers; Introductory group limited to 30, Advanced group limited to 15
Sponsor: Case Western Reserve University, University Archives, 2040 Adelbert Road, Cleveland, OH 44106
At: Case Western Reserve University, 2040 Adelbert Rd., Cleveland, OH 44106
Mode: Offered on a regular basis each year; Workshop
Time: 5 1/2 days from 6/13/76 to 6/18/76; approximately 30 contact hrs., 40 total hrs.
Methods: Case study materials, discussions, lectures, open questions, on-site visits
Credit: No credit
Recognition: Certificate
Level: Basic or beginner; advanced
Fees: Tuition: $250.00; (covers board also); living accommodations available on campus for singles and couples
Entrance: Archives experience for advanced group
Preparation: Information not provided
Teacher: HELMUTH, Ruth W., Archivist, Case Western Univ., and lecturers
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Ruth W. Helmuth, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: Information not provided

ARCHIVES

OHIO

ARCHIVES-LIBRARY INSTITUTE

For: Librarians with MLS or more, Administrators, Operating Librarians without MLS, Middle Managers, Technical Information Specialists, Media Specialists, Information Science Specialists, Archivists, Manuscript Curators
Sponsor: Ohio Historical Society, Archives Library Division, I-71 and Velma Ave., Columbus, OH 43211 614-466-2060
At: Ohio Historical Society, Archives Library Division, I-71 and Velma Ave., Columbus, OH 43211
Mode: Offered on a regular basis each year; institute
Time: 11 days, from 7/00/76 to 7/00/76; no application deadline
Methods: Audio tapes or cassettes, case study materials, discussions, field experience, films, laboratory work, lectures, open questions, on-site visits, overhead projection, Personalized System of Instruction (PSI), problem sets and exercises, reading materials, slides/filmstrips, team teaching
Credit: No credit
Recognition: Certificate
Level: Basic or beginner, intermediate
Fees: Tuition: $200; Room and board paid by registrant; All registrants stay at one hotel where OHS has secured a reduced rate
Entrance: No requirements
Preparation: None
Teacher: Ohio Historical Society staff and guest instructors from other institutions
Descriptive: Brochure
Evaluation: By participants, internal system of evaluation
Contact: Division Chief, Archives - Library, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: The institute is a two-week concentrated program offering elementary level archival training in the collecting, processing, and referencing of historical research materials. The institute features a balanced treatment of local, state, and national perspectives; a stress on defined objectives and subject expertise; and alternative procedures for different types and sizes or repositories.

ART AND MUSEUM LIBRARIANSHIP

NEW YORK

ART AND MUSEUM LIBRARIANSHIP
For: Librarians with MLS or more
Sponsor: Syracuse University,
School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
315-423-2911
At: Syracuse University,
School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
Mode: Continuous; classroom presentation, seminar
Time: 10 days, from 6/1/76 to 6/12/76; daily; application deadline is 4/1/76
Methods: Discussions, lectures, open questions, on-site visits, overhead projection, panel presentation, reading materials, slides/filmstrips
Credit: Audit (3), graduate credit (3)
Recognition: Grade
Level: Intermediate
Fees: No known at this time; living accommodations on campus available for singles and couples
Entrance: MLS Degree
Preparation: Readings prior to program, materials to be brought
Teacher: LEMKE, Antje B., Professor, Syracuse University, School of Information Studies
Descriptive: Brochure
Evaluation: Information not provided
Contact: Professor Antje B. Lemke, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: The production and dissemination of art publications and pictorial materials, documentation and access to resources, acquisition and organization of resources, and the management of art libraries.

AUTOMATION AND DATA PROCESSING

CALIFORNIA

INTRODUCTION TO COMPUTER PROGRAMMING IN P/L I

For: Librarians with MLS or more, Library Technicians, Paraprofessionals, Middle Managers, Students

Sponsor: UCLA University Extension, 10995 LeConte Ave.,
Los Angeles, CA 90024
213-825-2401

At: UCLA campus, 405 Hilgard, Los Angeles, CA 90024

Mode: Intermittent

Time: 12 days, from 4/1/76 to 6/17/76; approximately 36 contact hrs., 108 Preparation hrs., 144 total hrs.; no application deadline but early enrollment is advised

Methods: Laboratory work, lectures, problem sets and exercises, use of computer required

Credit: Audit; Continuing Education Units (4)

Recognition: Grade; satisfaction of a requirement for MLS Degree

Level: Basic or beginner

Fees: Tuition: $125

Entrance: No requirements

Preparation: Information not provided

Teacher: CARTWRIGHT, Kelley, Assistant Professor, GSLIS, UCLA

Descriptive: Catalog

Evaluation: By participants

Contact: University Extension, same address and phone as above

Placement: No

Special Materials: None needed

Objectives: To instruct the student in the writing of computer programs, of an intermediate level of difficulty, in the language of PL/I. Emphasis upon programs to process bibliographic and textual data.

AUTOMATION AND DATA PROCESSING

ILLINOIS

CLINIC ON LIBRARY APPLICATIONS OF DATA PROCESSING

For: Librarians with MLS or more, Administrators, Middle Managers; maximum 90

Sponsor: University of Illinois, Graduate School of Library Science, Urbana, IL 61801 217-333-3280

At: Univ. of IL, Illini Union, Urbana, IL 61801

Mode: Offered on a regular basis each year; institute

Time: 4 days from 4/25/76 to 4/28/76; approximately 20 contact hrs., 0 preparation hrs., 30 total hrs; applicants accepted until maximum is reached

Methods: Case study materials, discussions, lectures, open questions

Credit: No credit

Recognition: None

Level: Intermediate

Fees: Tuition: $95; Room: $12/day and up; living accommodations available on campus for singles and couples

Entrance: No requirements

Preparation: None

Teacher: DIVILBISS, James L., Dr., Assoc. Prof., UI Grad. School of Library Science

Descriptive: Brochure, news release

Evaluation: By participants; internal system of evaluation

Contact: Edward Kalb, 116 Illini Hall, Univ. of Illinois, Champaign, IL 61820 217-333-2884

Placement: No

Special Materials: None needed

Objectives: The objective of the clinic is to acquaint participants with the economic aspects of specific library applications of computers, e.g., circulation systems, cataloging, etc., and to introduce various techniques for evaluating library processes. The clinic seeks to improve the participants' ability to evaluate systematically the economic aspects of alternative systems, to consider a wide range of alternatives, and to organize efficiently the transition from manual to automated systems.

AUTOMATION AND DATA PROCESSING

ILLINOIS

ON-LINE RETRIEVAL WORKSHOP

For: Librarians with MLS or more,
Technical Information Specialists;
maximum 40
Sponsor: University of Illinois,
Graduate School of Library Science,
Urbana, IL 61801
217-333-3280
At: Univ. of Illinois, Illini Union,
Urbana, IL 61801
Mode: Continuous; workshop
Time: 4 days from 6/1/76 to 6/4/76; approximately 20 contact hrs., 10 preparation hrs., 30 total hrs; daily; applicants accepted until maximum is reached
Methods: Discussions, field experience, lectures, open questions, overhead projections, problem sets and exercises, hands-on experience
Credit: No credit
Recognition: None
Level: Basic or beginner
Fees: Tuition: $100; living accommodations available on campus for singles and couples
Entrance: No requirements
Preparation: None
Teacher: WILLIAMS, Martha, Professor, Director, UI Information Retrieval Research Laboratory
Descriptive: Brochure, news release
Evaluation: By participants
Contact: Edward Kalb, 119 Illini Hall,
Univ. of Illinois, Champaign, IL 61820
217-333-2884
Placement: No
Special Materials: Supplied by sponsor
Objectives: After completing this workshop, a participant should (1) be acquainted with many of the most important, presently existing machine readable data bases, (2) be able to prepare and execute a search strategy appropriate and effective for each of them, (3) have had some actual experience in working out and applying such search strategies, and (4) be able to evaluate such a data base.

AUTOMATION AND DATA PROCESSING

MISSOURI

ECONOMICS OF LIBRARY AUTOMATION

For: Librarians with MLS or more, Middle Managers, Information Science Specialists; maximum 30

Sponsor: University of Missouri,
School of Library and Informational Science,
Columbia, MC 65201
314-882-4546
With: University Extension Division

At: University of Missouri,
School of Library and Informational Science,
Columbia, MO 65201

Mode: Continuous

Time: 5 days, from 5/23/76 to 5/28/76; approximately 30 contact hrs., 50 preparation hrs.; daily; application deadline is 4/30/76

Methods: Computer-assisted instruction, lectures, laboratory work

Credit: Continuing Education Units (3), graduate credit (1)

Recognition: Certificate

Level: Advanced

Fees: Total: $265 (inclusive); living accommodations on campus available for singles and couples

Entrance: MLS Degree, work experience as administrator or in the field of automation

Preparation: Information not provided

Teacher: PARKER, Ralph H., Professor, SLIS, UMC

Descriptive: Brochure

Evaluation: By participants

Contact: School of Library and Informational Science, UMC, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: This institute is aimed at library directors, middle management personnel, and automation librarians in institutions involved or interested in automation. It will explore the costs and benefits of automation in various environments, including the use of locally developed programs vis-a-vis purchased or leased program packages and participation in on-line networks. Attention will be given to the decision making process and the criteria for selection of areas and approaches to implementation, and to related topics.

AUTOMATION AND DATA PROCESSING

NEW YORK

APL PROGRAMMING FOR LIBRARIES
For: Librarians with MLS or more, Administrators, Operating Librarians without MLS, Media Specialists, Information Science Specialists
Sponsor: State University of New York at Albany, School of Library and Information Science, Washington Ave., Albany, NY 12222 518-457-8575
At: State University of New York at Albany, School of Library and Information Science, Washington Ave., Albany, NY 12222
Mode: Intermittent; classroom presentation
Time: 5 days, from 1/26/76 to 2/23/76; approximately 15 contact hrs., 30 preparation hrs., 45 total hrs.; weekly; application deadline is 1/26/76
Methods: Computer-assisted instruction, discussions, lectures, overhead projection, reading materials
Credit: Graduate credit (1)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $40; living accommodations on campus not available
Entrance: BA, BS Degree; computers and library automation or introductory computer science course
Preparation: Information not provided
Teacher: SAFFADY, William, Assistant Professor, State University of New York at Albany
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Lucille Whalen, Associate Dean, same address and phone as above
Placement: No
Special Materials: Supplied by participant
Objectives: WIll present the APL programming language with special emphasis on character manipulation facilities of interest to librarians. Students will be able to program library problems of medium difficulty in APL and have a basis for extending their knowledge.

AUTOMATION AND DATA PROCESSING

OHIO

METHODS UPDATE/REVIEW
For: Librarians with MLS or more, Technical Information Specialists, Information Science Specialists
Sponsor: American Society for Information Science,
Northern Ohio Chapter, c/o Mary Berger,
Ferro Corporation Library, 7500 East Pleasant Valley Rd.
Independence, OH 44131
216-641-8580,x619
With: Special Libraries Association, Cleveland Chapter
At: Rockside Holiday Inn, Independence, OH 44131
Mode: Intermittent; Workshop
Time: 3 days; 1/8/76, 2/5/76, 3/4/76; 6 total hrs.
Methods: Laboratory work, problem sets and exercises
Credit: No credit
Recognition: Certificate
Level: Basic or beginner
Fees: $5.00
Entrance: No requirements
Preparation: Information not provided
Teacher: Several people
Descriptive: Local newsletter; ASIS Bulletin
Evaluation: No evaluation
Contact: Mary Berger, same address as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To provide members with an effective and practical opportunity to learn what is involved in deciding to use computers in the library or information center, how to go about it, and discussions of applications.

AUTOMATION AND DATA PROCESSING

TEXAS

COMPUTER APPLICATION FOR LIBRARIES

For: Any library personnel who need information in this area; maximum 50

Sponsor: Southwestern Library Association,
7371 Paldao Dr., Dallas, TX 75240
214-234-1555
With: Local Host

At: Southwest Region: Arizona, Arkansas, Louisiana, New Mexico, Oklahoma, Texas

Mode: On demand; workshop

Time: 3 days; approximately 15 contact hrs., no application deadline

Methods: Case study materials, discussions, films, games, lectures, open questions, on-site visits, overhead projection, team teaching

Credit: No credit

Recognition: Certificate

Level: Basic or beginner

Fees: Information not provided

Entrance: No requirements

Preparation: Pre-test

Teacher: CORBIN, John, Dr., Assistant Professor, School of Library Science, North Texas State University

Descriptive: None at present

Evaluation: By participants

Contact: Peggy O'Donnell, SLICE Office Director/CELS Coordinator, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: To acquaint library staffs with the principles of basic data processing, system analysis and the use of computers in libraries. Special exercises help participant to relate lecture to actual work situation.

WASHINGTON, D.C.

BIBLIOTHERAPY
For: Librarians with MLS or more, Administrators, Middle Managers; maximum 10
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 119 Caldwell Hall, Washington, DC 20064
Mode: Intermittent, offered on a regular basis each year; seminar
Time: 14 days, from 6/21/76 to 8/6/76; approximately 35 contact hrs., 75 preparation hrs., 110 total hrs.; bi-weekly; application deadline is 6/15/76
Methods: Discussions, field experience, films, on-site visits, reading materials, guest speakers
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $75/credit; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; Application fee: $10; living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Information not provided
Teacher: HYNES, Arlene, Director of the Circulating Library, St. Elizabeth's Hospital, Washington, DC
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: To help librarians understand bibliotherapy and, if desired, to be able to start programs in public libraries, mental hospitals and correctional institutions. Upon successful completion of the course, students are expected to be able to: recognize areas, resources and responsibilities for continuing education in the field; appraise their own personalized approach to goals and processes in establishing a bibliotherapy program within a library; plan and implement a bibliotherapy program with understanding of the special approaches and goals necessary when serving residents in an institution such as a hospital or prison.

WISCONSIN

BOOKS AND LIBRARIANS

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers, Library Users, Trustees, Technical Information Specialists, Media Specialists, Information Science Specialists

Sponsor: University of Wisconsin/Extension
Department of Communication Programs,
610 Langdon St., Madison, WI 53711
608-262-3566

At: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711

Mode: Offered on a regular basis each year; classroom presentation

Time: 5 days, from 10/26/76 to 12/21/76 and from 3/15/77 to 5/10/77; approximately 5 contact hrs., 50 preparation hrs., 55 total hrs.; bi-weekly; application deadline is 10/15/76

Methods: Discussions, lectures, open questions, panel presentations

Credit: Continuing Education Units (2)

Recognition: Letter

Level: Anyone who reads

Fees: Tuition: $9; no information on living accommodations

Entrance: No requirements

Preparation: Readings prior to program

Teacher: WEISS, Phyllis, Specialist, Univ. of Wis./Ext.

Descriptive: Brochure

Evaluation: By participants

Contact: Phyllis Weiss, same address and phone as above

Placement: No

Special Materials: Supplied by participant

Objectives: Purpose of this course is to read a number of books and have the opportunity to talk about them with others. Books will be chosen under the theme chosen by past participants and the lecturers. The hope is that librarians and the general reading public will get a chance to read and' then discuss their reading in some meaningful context.

ARIZONA

PROPOSAL WRITING WORKSHOP
For: Librarians with MLS or more,
Operating Librarians without MLS, Paraprofessionals
Sponsor: University of Arizona,
Graduate Library School
1515 E. First St., Tucson, AZ 85708
602-884-3565
At: University of Arizona, Tucson, AZ 85708
Mode: Intermittent; Workshop
Time: 5 days from 1/17/76 to 2/14/76;
approximately 15 contact hrs, 15 total hrs.;
application deadline is 1/17/76
Methods: Discussions, lectures
Credit: Graduate credit(1)
Recognition: None
Level: Advanced
Fees: Tuition: $32; no information on
living accommodations provided
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: JOHNSON, Robert K., Dr., Professor,
Univ. of Arizona
Descriptive: Brochure, syllabus
Evaluation: External system of evaluation
Contact: Dr. Donald C. Dickinson, Director,
same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This course will cover research methods and
techniques of writing proposals for grant requests.

BUDGETING AND FINANCIAL MANAGEMENT

WASHINGTON, DC

PLANNING AND BUDGETING

For: Administrators (25)
Sponsor: Metro Washington Council of Govts.,
1225 Connecticut Ave., NW,
Washington, DC 20036
202-223-6800 x320
With: Office of Education, HEW
At: Metro. Washington Council of Govts.,
1225 Connecticut Ave., NW, Washington, DC 20036
Mode: Continuous
Time: 3 days, from 4/6/76 to 4/8/76; approximately 18 contact hrs., 18 total hrs.; application deadline is 3/19/76
Methods: Discussions, lectures, open questions, problem sets and exercises, reading materials, team teaching
Credit: No credit
Recognition: None
Level: Intermediate
Fees: None
Entrance: MLS Degree
Preparation: Information not provided
Teacher: Unknown at this time
Descriptive: Brochure
Evaluation: By participants; internal system of evaluation
Contact: Mary Sage, same address and phone as above
Placement: Information not provided
Special Materials: None needed
Objectives: The goal of this workshop is to introduce to participants techniques which may be used to analyze present and planned programs. It will also assist librarians in developing program budgets and review state and federal funding sources.

MINNESOTA

GRANT APPLICATIONS AND MANAGEMENT

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers; maximum 25
Sponsor: Medical Library Assn., Division of Education, 919 N. Michigan Ave., Chicago, IL 60611 312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day - 6/12/76, 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; on demand; application deadline varies
Methods: Discussions, diagnostic tests, lectures, open questions, overhead projection, problem sets and exercises, reading materials
Credit: Continuing Education Units(.7)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $30(MLA members); $45(non-members)
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This course, intended for those individuals responsible for providing library services in health-related institutions, presents basic information about grants and grant management. Topics include: evaluation of grant support, federal and non-federal grants, requesting funds, contracts and grants management.

BUDGETING AND FINANCIAL MANAGEMENT

TEXAS

LIBRARY FINANCIAL MANAGEMENT WORKSHOP

For: Librarians with MLS or more, Administrators, Middle Managers; Blacks specially recruited
Sponsor: San Antonio College Library and Department of Continuing Education, 1001 Howard St., San Antonio, TX 78284 512-734-7311
At: San Antonio College Library 1001 Howard St., San Antonio, TX 78284
Mode: On demand; workshop
Time: 6 days, from 11/5/75 to 11/13/75; approximately 18 contact hrs., 0 preparation hrs., 18 total hrs.; on demand; no application deadline
Methods: Discussions, on-site visits, interviews with financial administrative personnel
Credit: Continuing Education Units (1.8)
Recognition: Certificate
Level: Advanced
Fees: None; living accommodations on campus not available
Entrance: MLS Degree; Senior staff needing advanced training in connection with work
Preparation: None
Teacher: WALLACE, James O., Director of Learning Resources, San Antonio College
Descriptive: Syllabus
Evaluation: By participants
Contact: James O. Wallace, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Explain the concept of budget; develop a budget request for the Library; read and apply the district budgetary system; develop procedures for handling cash receipts and disbursements; diagram the routine work flow in purchasing; set up ledgers for library use; know the persons who are involved in financially related services, their principal functions, and how their work relates to the Library; describe and apply the relationship between library management and institutional financial procedures.

CATALOGING AND CLASSIFICATION

ILLINOIS

CLASSIFICATION OF BOOKS
For: Operating Librarians without MLS
Sponsor: Loyola University of Chicago,
Correspondence Study Division, 820 N. Michigan Ave.,
Chicago, IL 60611
312-670-3018
At: Not applicable
Mode: Home study or home study/group study
Time: From 3 months to 12 months; application deadline is open
Methods: Problem sets and exercises, reading materials
Credit: Undergraduate credit (3)
Recognition: Grade, transcript
Level: Basic or beginner
Fees: Tuition: $70
Entrance: No requirements
Preparation: Information not provided
Teacher: BRENNAN, Irene, Sr., Librarian,
Immaculata College, Chicago, IL 60613
Descriptive: Catalog
Evaluation: Information not provided
Contact: Mary L. McPartlin, Director,
Correspondence Study Division,
same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: In this course the student should learn the principles of dictionary cataloging, ALA catalog rules, subject headings and an introduction to the chief systems of classification with special emphasis on the Dewey Decimal system and a minimum knowledge of the Library of Congress system. The student is given practice in the preparation of all types of catalog cards.

MICHIGAN

INTRODUCTION TO CATALOGING AND CLASSIFICATION

For: Students (25)
Sponsor: Western Michigan University,
School of Librarianship, Kalamazoo, MI 49008
616-383-1867
With: University of Michigan, School of Library Science,
Ann Arbor, MI 48104
At: Grand Rapids Junior College,
105 N. Division St., Grand Rapids, MI 49502
Mode: Intermittent; classroom presentation
Time: From 1/21/76 to 4/21/76; approximately 26 contact hrs., 52 preparation hrs.; weekly; application deadline is 1/8/76
Methods: Discussions, lectures, problem sets and exercises
Credit: Graduate credit
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $41 per semester credit; Application fee: $10; no information about living accommodations
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: HEDRICK, Mildred S., Instructor, Western Michigan University
Descriptive: Brochure
Evaluation: Information not provided
Contact: Information not provided
Placement: Information not provided
Special Materials: Information not provided
Objectives: Information not provided

CHILDREN, MATERIALS AND SERVICES FOR

COLORADO

CHILDREN'S LITERATURE
For: Library Technicians,
Operating Librarians without MLS,
Paraprofessionals, Media Specialists
Sponsor: University of Colorado,
Division of Continuing Education,
Center for Lifelong Learning,
970 Aurora, Boulder, CO 80309
303-492-7411
At: University of Colorado,
970 Aurora, Boulder, CO 80309
Mode: Home study; always available
Time: Information not provided
Methods: Study guide
Credit: Undergraduate credit (3)
Recognition: Information not provided
Level: Information not provided
Fees: Tuition: $90
Entrance: Information not provided
Preparation: Information not provided
Teacher: Information not provided
Descriptive: Catalog
Evaluation: By participants
Contact: Lynn Nelson, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To become aware of the variety of types of children's literature; to be aware of the value of children's literature in the elementary school; to know when and where the various types of children's literature can be used in the elementary classroom; to be able to select and present literature to children; to experience the excitement, joy, and satisfaction of reading quality children's literature and learn to share these feelings with the children with whom you come in contact.

KANSAS

MAY MASSEE WORKSHOP
For: No specific target audience; maximum 100
Sponsor: Emporia Kansas State College,
School of Library Science, 1200 Commercial,
Emporia, KS 66801
316-343-1200, x254 or 203
At: Emporia Kansas State College, Messenger Room,
1200 Commercial, Emporia, KS 66801
Mode: Offered on a regular basis each year; workshop
Time: 5 days, from 6/14/76 to 6/18/76; approximately 30 contact hrs., 30 preparation hrs.; daily; application deadline is 6/14/76
Methods: Audio cassettes or tapes, discussions, field experience, films, lectures, open questions, on-site visits, overhead projection, panel presentations, personalized system of instruction (PSI), reading materials, slides/filmstrips, team teaching, telephone, resource people
Credit: Optional
Recognition: Grade (if appropriate), public acknowledgement
Level: Advanced
Fees: Tuition (if taken for credit); other fees: $25.00; living accommodations on campus available for singles and for couples
Entrance: MLS Degree if taken for credit; otherwise, none
Preparation: Information not provided
Teacher: STRADER, Helen, Mrs., Assistant Professor, School of Library Science, EKSC
Descriptive: Brochure
Evaluation: By participants; by panel of experts; internal system of evaluation; external system of evaluation
Contact: Mrs. Helen Strader, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Designed for those who are searching for a better understanding of today's writing for children to become acquainted with distinguished authors, illustrators, and publishers of children's literature and to study with such resource personnel various major elements of writing for children.

KENTUCKY

REVOLUTIONARY REFLECTIONS: CHANGING IMAGES
For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS, Library Science Students; maximum 200
Sponsor: University of Kentucky, College of Library Science,
Lexington, KY 40506
606-258-5894
At: University of Kentucky, Student Center, Lexington, KY
Mode: Offered on a regular basis each year; workshop
Time: 2 days, from 2/13/76 to 2/14/76; approximately 10 contact hrs.; annually; application deadline is 2/1/76
Methods: Discussions, films, open questions, panel presentations, reading materials, slides/filmstrips
Credit: Continuing Education Units (1)
Recognition: Information not provided
Level: Practicing Librarians
Fees: Total: $15; no information on living accommodations
Entrance: No requirements
Preparation: Readings prior to program
Teacher: TERHUNE, Joy, Director of Workshop, Associate Professor, College of Library Science, University of Kentucky
Descriptive: Catalog
Evaluation: By participants
Contact: Joy Terhune, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: To examine books and materials dealing with the Revolutionary Period in this bicentennial year-specifically historical fiction rad biography for children and young adults. Thrust of discussions will deal with how our attitudes, past and present, shape the images projected in books for children and young people. Participants should be able to make better selections for students for materials to use as teaching tools, and to become discerning readers who will approach the printed word thoughtfully, critically, and as independent thinkers.

CHILDREN, MATERIALS AND SERVICES FOR

MICHIGAN

LIBRARY SERVICES FOR CHILDREN & YOUNG ADULTS

For: Librarians with MLS or more, Operating Librarians without MLS, Paraprofessionals, Administrators, Media Specialists, Pre-Professionals; Blacks specially recruited
Sponsor: Western Michigan University,
School of Librarianship, Kalamazoo, MI 49008
616-383-1849
With: University of Michigan
At: The University Consortium Center,
105 N. Division, Grand Rapids, MI 49502
Mode: Continuous; classroom presentation
Time: 13 days, from 1/10/76 to 4/19/76; approximately 36 contact hrs., 36 preparation hrs., 36 total hrs.; weekly; application deadline is 1/8/76
Methods: Case study materials, discussions, films, lectures, open questions, on-site visits, overhead projection, reading materials, role-playing exercises, simulation methods
Credit: Continuing Education Units, Graduate credit, Credit toward Post-MLS Certificate
Recognition: Grade
Level: Basic or beginner, intermediate, advanced
Fees: Tuition: $41 per semester credit; Text; Application fee: $10; living accommodations on campus available for singles and couples
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: MCKINNEY, Eleanor R., Associate Professor, Western Michigan Univ.
Descriptive: Catalog, syllabus
Evaluation: By participants, internal system of evaluation
Contact: Eleanor R. McKinney, same address and phone as above
Placement: Yes
Special Materials: None needed
Objectives: At the end of this course, the student should: be able to draw up goals and objectives tailored to meet the needs of the children and young adults in an individual community; understand the trends of modern library service in the light of the history of children's and young adult services both in the U.S. and selected foreign countries; be able to interpret differing organizational patterns in staffing public libraries and the relationship of the children's services to those patterns; be able to outline a service program to convert goals into action; be able to outline the ways of informing the community in an understandable and effective way, using radio, television, the press, displays, and other forms of publicity; be able to define clearly personnel policies and procedures in children's and young adult library services; be able to record the proper statistical and narrative information to form a basis for evaluation and to enable complete reporting of library services.

NEW JERSEY

CURRENT TRENDS IN READING OF CHILDREN

For: Librarians with MLS or more,
Operating Librarians without MLS
Sponsor: Rutgers University, Professional Development Studies,
Graduate School of Library Service,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169
At: Rutgers University, Professional Development Studies,
Graduate School of Library Service,
4 Huntington St., New Brunswick, NJ 08903
Mode: Intermittent; seminar
Time: 10 days, from 2/5/76 to 4/22/76;
approximately 25 contact hrs., 50 preparation hrs.;
weekly; application deadline is 1/15/76
Methods: Audio tapes and cassettes, discussions, films, lectures,
panel presentations, reading materials, slides/filmstrips,
TV or video tapes
Credit: Graduate credit (2)
Recognition: Grade
Level: Advanced
Fees: Tuition: $70; Other fees: $17; no information on
living accommodations
Entrance: BA, BS, MLS Degree; pre-requisite courses in
children's literature or children's services
Preparation: Information not provided
Teacher: ROLLOCK, Barbara, Coordinator of Children's Services,
New York Public Library
Descriptive: Brochure
Evaluation: By participants
Contact: Director of Professional Development Studies, GSLS,
Rutgers University, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor, supplied by participant
Objectives: Student will be able to evaluate and select materials
for children in relation to current trends and issues and to
reappraise criteria for selection.

NEW YORK

MAKING AND USING PUPPETS WITH CHILDREN IN LIBRARIES
For: Librarians with MLS or more, Paraprofessionals, Operating Librarians without MLS
Sponsor: State University of New York at Albany, School of Library and Information Science, Washington Ave., Albany, NY 12222
518-457-8575
At: State University of New York at Albany, School of Library and Information Science, Washington Ave., Albany, NY 12222
Mode: Once only; workshop
Time: 1 day, on 3/19/76; approximately 6 contact hrs., 0 preparation hrs., 6 total hrs.; application deadline is 3/12/76
Methods: Discussions, field experience, lectures, open questions
Credit: No credit
Recognition: None
Level: Basic or beginner
Fees: Tuition: $10; living accommodations on campus not available
Entrance: No requirements
Preparation: Information not provided
Teacher: ORSINI, Lillian, Assistant Professor, State University of New York at Albany
Descriptive: Brochure
Evaluation: By participants
Contact: Lucille Whalen, Associate Dean, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To show the value of puppetry in reaching various types of library audiences. Will include programming for puppetry, demonstrations of how to make various kinds of puppets and techniques for using them in programs.

CHILDREN, MATERIALS AND SERVICES FOR

OREGON

TEACHING LIBRARY SKILLS TO CHILDREN
For: Librarians with MLS or more, Media Specialists,
  Operating Librarians without MLS
Sponsor: Southern Oregon State College,
  Department of Library Science,
  1250 Siskiyou Blvd., Ashland, OR 97520
  503-482-6443
At: Southern Oregon State College,
  Department of Library Science, Ashland, OR 97520
Mode: Once only; workshop
Time: 5 days, from 6/14/76 to 6/18/76;
  approximately 20 contact hrs., 20 preparation hrs.,
  40 total hrs.; daily; no application deadline
Methods: Information not provided
Credit: Graduate credit (2), undergraduate credit (2)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $42; Board: $50/week; living accommodations
  on campus available for singles
Entrance: No requirements
Preparation: Information not provided
Teacher: BATES, C.B., Ms., Librarian, Springfield, OR Schools
Descriptive: Brochure in preparation
Evaluation: By participants
Contact: John Purcell, Chairman, Dept. of Library Science,
  Southern Oregon State College, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: To increase participants' ability to teach children
  to use the library effectively.

OREGON

POETRY IN THE CHILD'S WORLD
For: Librarians with MLS or more,
Operating Librarians without MLS, Media Specialists, Parents
Sponsor: Southern Oregon State College,
Department of Library Science,
1250 Siskiyou Blvd., Ashland, OR 97520
503-482-6443
With: S.O.S.C. Education Division
At: Southern Oregon State College,
Department of Library Science, Ashland, OR 97520
Mode: Once only; classroom presentation
Time: 10 days, from 7/12/76 to 7/23/76; approximately 36 contact hrs.; daily; no application deadline
Methods: Information not provided
Credit: Graduate credit (3), undergraduate credit (3)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $55; Board: $50/week; living accommodations on campus available for singles
Entrance: No requirements
Preparation: Information not provided
Teacher: ZEVELY, Claude
Descriptive: Brochure
Evaluation: By participants
Contact: John Purcell, Chairman, Department of Library Science, Southern Oregon State College, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: To develop understanding of kinds of poetry which appeal to children, and learn techniques and methods of effective presentation.

CHILDREN, MATERIALS AND SERVICES FOR

RHODE ISLAND

COOPERATIVE JUVENILE BOOK REVIEW
For: Anyone working with children in a library situation
Sponsor: Rhode Island Department of State Library Services,
95 Davis Street, Providence, RI 02906
401-277-2726
With: The Providence Public Library
At: Program held at various schools and libraries throughout Rhode Island
Mode: Offered on a regular basis each year; format varies
Time: 10 days, from 9/00/76 to 6/00/77;
approximately 25 contact hrs.; monthly; no application deadline
Methods: Discussions, films, lectures, on-site visits, reading materials, slides/filmstrips, demonstrations
Credit: No credit
Recognition: None
Level: All levels
Fees: None
Entrance: No requirements
Preparation: None
Teacher: Varies
Descriptive: Articles, brochure
Evaluation: By participants
Contact: Dorothy A. Brown, Supervisor of Young Reader Service, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To give librarians and library personnel working with children an opportunity to examine new books and other materials before purchasing; to provide opportunities for continuing education in those areas of interest to participants in the cooperative juvenile book review.

WISCONSIN

SEMINAR IN CHILDREN'S LITERATURE

For: Operating Librarians without MLS, Media Specialists, Elementary Teachers
Sponsor: University of Wisconsin/Eau Claire,
Department of Library Education and Media Education,
Eau Claire, WI 54701
715-836-5831
At: Department of Library Education and Media Education, University of Wisconsin-Eau Claire, Eau CLaire, WI 54701
Mode: Continuous; seminar
Time: 15 days, from 6/14/76 to 8/7/76; approximately 45 contact hrs., 90 preparation hrs., 140 total hrs.; daily; application deadline is 6/14/76
Methods: Discussions, films, lectures, reading materials, slides/filmstrips, TV or video tapes
Credit: Graduate credit (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $41/credit (resident); Board and room: $32/week (double rate); living accommodations on campus available
Entrance: BA, BS Degree; basic course in children's literature or consent of instructor
Preparation: Information not provided
Teacher: BEKKEDAL, Tekla, Dr., Associate Professor, Department of Library Science and Media Education, University of Wisconsin-Eau Claire
Descriptive: Information not provided
Evaluation: By participants
Contact: Dr. Tekla Bekkedal, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: The objectives of this course are for the participant to: gain a wider knowledge of the area of children's literature; be better able to evaluate the contents of books, both from a general point of view and in terms of the portrayal of various racial and/or ethnic groups, of sex roles, and of other categories by which characters are described; develop a competency in one or more areas of literature of particular interest to the participant.

CHILDREN, MATERIALS AND SERVICES FOR

WISCONSIN

TOPICS IN LITERATURE FOR CHILDREN AND YOUNG ADULTS
For: Librarians with MLS or more
Sponsor: University of Wisconsin/Madison, Library School, Helen White Hall, Madison, WI 53706
608-263-2900
At: University of Wisconsin/Madison, Library School, Helen White Hall, Madison, WI 53706
Mode: Intermittent; classroom presentation
Time: 15 days, from 1/26/76 to 5/21/76; approximately 45 contact hrs., 100 preparation hrs.; weekly (evenings); application deadline is 1/19/76
Methods: Discussions, films, lectures, reading materials
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $169.50 (Wis. resident), $537 (out-of-state); living accommodations on campus not available
Entrance: Pre-requisite course in children's literature
Preparation: Information not provided
Teacher: HERMAN, Gertrude B., Associate Professor, University of Wisconsin/Madison
Descriptive: Catalog
Evaluation: Internal system of evaluation
Contact: Mrs. Phyllis Boyle, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Information not provided

CHILDREN, MATERIALS AND SERVICES FOR

WISCONSIN

AMERICANA IN CHILDREN'S BOOKS
For: Librarians with MLS or more, Paraprofessionals, Operating Librarians without MLS
Sponsor: University of Wisconsin/Madison, Library School, Helen White Hall, Madison, WI 53706
608-263-2900
With: Cooperative Children's Book Center
At: University of Wisconsin/Madison, Library School, Helen White Hall, Madison, WI 53706
Mode: Once only; institute (one-day symposium)
Time: 1 day, on 3/8/76; approximately 5 contact hrs.; once only; no application deadline
Methods: Discussions, lectures
Credit: No credit
Recognition: None
Level: Intermediate
Fees: None
Entrance: No requirements
Preparation: Information not provided
Teacher: COUGHLAN, Margaret N., Librarian, Children's Book Section, Library of Congress
Descriptive: None
Evaluation: No evaluation
Contact: Mary Carr, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Information not provided

WISCONSIN

PROTECTION OF YOUTH--SELECTION OF MATERIALS

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS, Paraprofessionals

Sponsor: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53706
608-262-3566
With: University of Wisconsin/Oshkosh, Milwaukee, Madison, Schools of Library Science

At: University of Wisconsin, Madison, Milwaukee, Oshkosh

Mode: Continuous; classroom presentation, workshop

Time: 5 days, from 6/14/76 to 6/18/76 and from 6/21/76 to 7/2/76; approximately 30 contact hrs., 0 preparation hrs., 30 total hrs.; daily; application deadline is 6/1/76

Methods: Discussions, lectures, overhead projection, reading materials, TV or video tapes

Credit: Graduate credit (2)

Recognition: Information not provided

Level: Advanced

Fees: Information not provided; living accommodations on campus available

Entrance: BA, BS Degree

Preparation: Information not provided

Teacher: WOODWORTH, Mary, Associate Professor, University of Wisconsin/Madison, Library School

Descriptive: Brochure

Evaluation: By participants

Contact: Muriel L. Fuller, same address and phone as above

Placement: No

Special Materials: None needed

Objectives: To discover and examine restrictions on intellectual freedom, particularly those applicable to youth; to investigate cooperatively problems of censorship in Wisconsin schools; to propose solutions to school-and-library related censorship problems.

CHURCH LIBRARIANSHIP

WISCONSIN

THE CHURCH LIBRARY
For: Operating Librarians without MLS, Media Specialists
Sponsor: University of Wisconsin/Eau Claire,
Department of Library Science and Media Education,
Eau Claire, WI 54701
715-836-2635
At: University of Wisconsin/Eau Claire,
Department of Library Science and Media Education,
Eau Claire, WI 54701
Mode: Intermittent; classroom presentation
Time: 17 days, from 9/1/76 to 12/20/76; approximately 34 contact hrs., 68 preparation hrs., 114 total hrs.; weekly; application deadline is 8/27/76
Methods: Case study materials, discussions, films, lectures, laboratory work, on-site visits, overhead projection, problem sets and exercises, reading materials, slides/filmstrips
Credit: Audit, undergraduate credit
Recognition: Letter
Level: Basic or beginner
Fees: Tuition: $26.50/credit (resident); Board: $280/semester (double); Other fees: $13.50; living accommodations on campus available for singles and couples
Entrance: Consent of instructor
Preparation: Information not provided
Teacher: THOMPSON, Glenn, Dr., Chairman, Department of Library Science and Media Education, UW/Eau Claire
Descriptive: Information not provided
Evaluation: By participants
Contact: Dr. Glenn Thompson, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To describe the facilities, materials, budget, staff and services of a library program; to investigate aspects of abtaining and allocating funds for a library program; to list qualities and duties of personnel who implement a library program; to establish policies and procedures for the acquisition, organization and dissemination of materials and equipment for a library program; to list characteristics of the quarters and furnishings necessary to support a library program; to specify a program of services for a church library.

WISCONSIN

THE TELEPHONE IN EDUCATION

For: Librarians with MLS or more, Administrators, Middle Managers, Technical Information Specialists, Information Science Specialists, Media Specialists, Educators

Sponsor: University of Wisconsin/Extension,
Department of Communication Programs,
975 Observatory Dr., Madison, WI 53706
608-262-4342

At: University of Wisconsin/Extension,
Department of Communication Programs,
975 Observatory Dr., Madison, WI 53706

Mode: Continuous; seminar, workshop

Time: 2 days, from 5/27/76 to 5/28/76; approximately 16 contact hrs., 0 preparation hrs., 16 total hrs.; application deadline is 5/15/76

Methods: Discussions, laboratory work, panel presentations

Credit: Continuing Education Units (1.6)

Recognition: None

Level: Advanced

Fees: Tuition: $100; living accommodations on campus available

Entrance: No requirements

Preparation: Information not provided

Teacher: PARKER, Lorne A., Dr., Director, Instructional Communications Systems, UW/Ext.

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. Lorne Parker, same address and phone as above

Placement: No

Special Materials: None needed

Objectives: The broad aim of this conference is to stimulate an ongoing discussion among personnel of colleges, universities, industries and government on the national and international possibilities of teleconferencing in the next decade. Specific objectives are to: report on the current status of teleconferencing technology; position teleconferencing in education; facilitate formal and informal exchange of information and experience among educators, technologists, industrialists and government officials; stimulate decision makers in the development and implementation of educational applications; explore future technological capabilities for teleconferencing; suggest appropriate hardware and' software development for teleconferencing; stimulate ongoing discussion among teleconferencing educational practitioners; identify the key factors of audio-interactive systems for successful instructional programs.

ARIZONA

COMMUNICATIONS FOR LIBRARIANS

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS, Paraprofessionals
Sponsor: University of Arizona, Graduate Library School,
1515 E. First St., Tucson, AZ 85708
602-884-3565
At: University of Arizona, Graduate Library School,
1515 E. First St., Tucson, AZ 85708
Mode: Intermittent; workshop
Time: 5 days, from 1/21/76 to 2/18/76; approximately 15 contact hrs., 15 total hrs.; weekly; application deadline is 1/21/76
Methods: Discussions, games, laboratory work, role-playing exercises
Credit: Graduate credit (1)
Recognition: None
Level: Intermediate
Fees: Tuition: $32; no information on living accommodations
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: GOTHBERG, Helen, Dr., Assistant Professor, University of Arizona
Descriptive: Brochure, syllabus
Evaluation: External system of evaluation
Contact: Dr. Donald C. Dickinson, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: The goal of this workshop is to acquaint students with the elements of group processes which affect organizational communication. Students will learn: to deal with conflict and reduce communication barriers within groups; to use group communication for problem solving; to use techniques for observing group communication.

COMMUNICATIONS

NEW YORK

SEMINARS ON COMMUNICATION MANAGEMENT AND CHANGE

For: Librarians with MLS or more, Paraprofessionals, Administrators, Operating Librarians without MLS, Middle Managers, Trustees
Sponsor: Syracuse University, School of Information Studies,
Syracuse, NY 13210
315-423-2911
At: On demand
Mode: On demand; institute
Time: 3 to 5 days; approximately 24-40 contact hrs., 0 preparation hrs.; no application deadline given
Methods: Audio tapes or cassettes, case study materials, discussions, films, games, open questions, overhead projection, role-playing exercises, team teaching
Credit: No credit
Recognition: Information not provided
Level: Basic or beginner
Fees: To be arranged
Entrance: No requirements
Preparation: Information not provided
Teacher: KATZER, Jeffrey, Dr., Associate Professor, School of Information Studies, Syracuse University
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. Ruth Patrick, Coordinator of Continuing Education, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Information not provided

COMMUNICATIONS

NEW YORK

CABLE TV AND INFORMATION TRANSFER

For: Librarians with MLS or more, Library TEchnicians, Operating Librarians without MLS, Media Specialists, Information Science Specialists
Sponsor: Syracuse University, School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
315-423-2911
At: Syracuse University, School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
Mode: Continuous, offered on regular basis each year; classroom presentation, seminar, workshop
Time: 11 days, from 1/19/76 to 4/30/76 and from 5/17/76 to 5/28/76, or a normal term; daily or weekly; no application deadline given
Methods: Audio tapes or cassettes, case study materials, discussions, field experience, films, laboratory work, lectures, open questions, on-site visits, Personalized System of Instruction (PSI), reading materials, team teachnig, TV or video tape
Credit: Graduate credit (3), undergraduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Intermediate
Fees: Information not provided; living accommodations on campus available
Entrance: No requirements
Preparation: Information not provided
Teacher: GENOVA, Bissy, Assistant Professor, School of Information Studies, Syracuse University
Descriptive: Syllabus
Evaluation: By participants, internal system of evaluation
Contact: Bissy Genova, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: The course will focus on cable television as a communication medium recently coming to prominence. Examined throughout the term will be the evolution and present state of cable facilities, with the economic, regulatory, and media industry-related implications of cable growth. An effort will be made to provide some hands-on familiarity with video equipment as well as relevant site visits in the Stracuse area. Finally, study and discussion of the issues involved in cable introduction to various size communities, public access, information services, system uses and abuses, and social implications for the future, should equip the students with a more than basic understanding of this new phenomenon.

COMMUNICATIONS

NORTH CAROLINA

PATRON-EMPLOYEE RELATIONS
For: Clericals, Library Technicians, Operating Librarians without MLS, Paraprofessionals
Sponsor: North Carolina Library Association, Continuing Education Committee, Public Libraries Sec., 310 N. Tryon St., Charlotte, NC 28202 704-374-2660
With: N. C. State Library
At: East Carolina Univ. (Greenville); and Univ. of North Carolina at Asheville
Mode: Continuous; classroom presentation
Time: 2 days, from 1/5/76 to 1/6/76 and from 6/24/76 to 6/25/76; approximately 10 contact hrs., 0 preparation hrs., 10 total hrs.; application deadline is 11/21/75 (for Greenville)
Methods: Discussions, lectures, open questions, role-playing exercises
Credit: Continuing Education Units (1)
Recognition: Certificate
Level: Basic or beginner
Fees: Information not provided; living accommodations on campus not available
Entrance: No requirements
Preparation: Information not provided
Teacher: ALLEN, Larry, Dr., formerly Dean of# College of Library Science, Univ. of Kentucky
Descriptive: Brochure
Evaluation: By participants
Contact: Ms. Lloyd Childers, Div. of State Library, 109 E. Jones St., Raleigh, NC 27611 919-829-2570
Placement: No
Special Materials: Supplied by sponsor
Objectives: To develop an awareness of one's individual communication strength; to develop the skill of effective communications with emphasis on listening; to develop the skill of listening; to learn how to give "feedback" to patrons and fellow employees; to gain an appreciation of how groups work; to learn how to look at your community; to develop an "action plan" for use back on the job.

CONSERVATION AND PRESERVATION OF LIBRARY MATERIALS

MINNESOTA

PRESERVATION OF LIBRARY MATERIALS
For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, from 6/12/76 to 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, lectures, open questions, reading materials, demonstrations
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition: $30 (MLA members), $45 (non-members); no information on living accommodations
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: A course designed to familiarize registrants with basic preservation measures. For the 1975 meeting, each section will have a different emphasis. The Saturday section will consist of an introduction to basic preservation measures including non-book materials. Routine maintenance of modern collections, with emphasis on the care and repair of modern bindings, and a discussion of common preservation problems will be included. The Sunday section will cover fine binding and the preservation of archival materials, including the special preservation problems encountered in rare book collections and manuscript collections.

DISADVANTAGED, MATERIALS AND SERVICES FOR

MARYLAND, VIRGINIA

EXPANDING PUBLIC LIBRARY SERVICES TO DISADVANTAGED ADULTS

For: Clericals, Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers, Library Users, Trustees, Technical Information Specialists, Information Science Specialists, Media Specialists; Disadvantaged specially recruited

Sponsor: Morehead State University,
Appalachian Adult Education Center,
UPO Box 1353, Morehead, KY 40351
606-783-3111
With: Kentucky State Library, Maryland Division of Libraries, Virginia State Library

At: Maryland, Virginia; cities vary

Mode: Circuit; workshop

Time: From 7/1/75 to 6/30/76; no further information provided

Methods: Discussions, reading materials, extensive telephone backup

Credit: No credit

Recognition: None

Level: Awareness and interest level

Fees: None

Entrance: No requirements

Preparation: Brief needs assessment of community

Teacher: SCHMIDT, Susan K., Project Coordinator, Appalachian Adult Education Center

Descriptive: Brochure

Evaluation: By participants

Contact: Susan K. Schmidt, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: The overall goal is the development or expansion of realistic and effective public library services to disadvantaged adults in two states, Maryland and Virginia, through a short-term institute series supported by on-going technical assistance.

The public librarians and trustee participants will be able to do some of all of the following: conduct a needs assessment; evidence a sensitivity to the problems of the disadvantaged adult library user; formulate and implement plans for outreach and in-library programs and services for disadvantaged adults in keeping with local financial, staff, and other resources and constraints; develop community referral services; evidence a wider sense of colleagueship; demonstrate a willingness to take initiative; maintain a dialogue with educators of disadvantaged adults; evidence an ability to adjust procedures; demonstrate a knowledge of the acquisition and handling of available print and non-print materials for disadvantaged adults.

EDUCATION FOR LIBRARIANSHIP

MINNESOTA

TEACHING SKILLS FOR LIBRARY EDUCATORS

For: Library School or Continuing Education teachers or PhD students who will be teaching; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 2 days, from 6/12/76 to 6/13/76; approximately 14 contact hrs., 14 preparation hrs.; on demand; application deadline varies
Methods: Case study materials, discussions, lectures, open questions, problem sets and exercises, simulation methods
Credit: Continuing Education Units (1.4)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $60 (MLA members), $90 (non-members); availability of living accommodations varies
Entrance: Teaching Continuing Education or in Library School
Preparation: Readings prior to program
Teacher: ZACHERT, Martha Jane, Professor of Library Science, Florida State University, Tallahassee, FL
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: An overview of basic planning and teaching skills plus introduction to innovative strategies for improving adult learning. The course will include exhibits of new materials, demonstration of methods and personal involvement of registrants. Limited to persons with teaching experience in graduate library schools and/or continuing education courses and Ph.D. students who are expecting to enter the teaching field soon.

EDUCATION FOR LIBRARIANSHIP

NEW YORK

PROCESS FOR THE DEVELOPMENT OF A COMPETENCY-BASED PROGRAM IN SCHOOL LIBRARY MEDIA EDUCATION

For: Library Educators with MLS
Sponsor: State University of New York at Buffalo, School of Information and Library Studies, Bell Hall, Amherst, NY 14260 716-636-2411
At: SUNY at Buffalo, Norton Hall, Amherst, NY 14260
Mode: Institute
Time: 7 days, from 6/6/76 to 6/12/76; approximately 50 contact hrs.; application deadline is 3/26/76
Methods: Discussions, lectures, overhead projection, problem sets and exercises, role-playing exercises, slides/filmstrips
Credit: No credit
Recognition: None
Level: Advanced
Fees: None; living accommodations on campus available for singles and couples
Entrance: MLS Degree
Preparation: Readings prior to program
Teacher: LOWREY, Anna Mary, Assistant Professor, SUNY at Buffalo
Descriptive: Brochure
Evaluation: By participants; by an expert
Contact: Mrs. Anna Mary Lowrey, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Provide an opportunity for library educators to pursue the solution of a shared problem - the development of competency-based programs in school library media education. Enable participants to learn from the leaders of the competency-based education movement in the fields of teacher education, librarianship and certification. Permit an interaction of ideas between consultants, Institute faculty and participants of the Institute. Develop a process model and representative learning modules for a competency-based school library media education program. Prepare participants to serve in a leadership capacity for the development of competency-based school library media education programs.

EDUCATION FOR LIBRARIANSHIP

NEW YORK

INSTRUCTIONAL DEVELOPMENT FOR TEACHERS OF LIBRARY AND INFORMATION SCIENCE

For: Library Educators
Sponsor: Syracuse University,
Center for the Study of Information and Education,
Syracuse, NY 13210
315-423-2153
At: Syracuse University,
Center for the Study of Information and Education,
Syracuse, NY 13210
Also: Chicago, IL; Atlanta, GA; San Francisco, CA
Mode: Circuit; institute
Time: 4 days, from 1/30/76 to 2/2/76, from 2/13/76 to 2/16/76, from 3/12/76 to 3/15/76, and from 4/9/76 to 4/12/76; approximately 32 contact hrs.; application deadline is 6 weeks prior to institute
Methods: Audio tapes or cassettes, discussions, films, lectures, laboratory work, open questions, overhead projection, picture boards, programmed instruction, reading materials, slides/filmstrips, team teaching, telephone
Credit: No credit
Recognition: None
Level: Basic or beginner
Fees: None
Entrance: To be eligible for participation, the individual must spend 50% or more time in teaching in a library or continuing education program; must be willing to spend time before and after the training seminar for preparation and follow-up; and must be willing to share any products created with other library educators
Preparation: Materials to be brought, assignment
Teacher: ELY, Donald P., Dr., Director,
Center for the Study of Information and Education,
and Professor of Education, Syracuse University
Descriptive: Brochure
Evaluation: By participants, by an expert, internal system of evaluation, external system of evaluation
Contact: Dr. Donald P. Ely, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor, supplied by participant
Objectives: Participant will be able: to describe procedures for design of a module; to construct an instructional module; to identify, locate and order existing materials; to field test modules; to install modules for succeeeful use; to describe the relationship between module development and instructional development; and to express a positive attitude toward the development and use of instructional modules.
NOTE: 1/30/76 - 2/2/76 (Syracuse); 2/13/76 - 2/16/76 (Atlanta); 3/12/76 - 3/15/76 (San Francisco); 4/9/76 - 4/12/76 (Chicago)

FILM LIBRARIANSHIP

MISSOURI

FILM LIBRARY ADMINISTRATION INSTITUTE
For: Media Specialists, Film Librarians (200)
Sponsor: Educational Film Library Association,
17 W. 60th St., New York, NY 10023
212-246-4533
At: Holiday Inn, 1301 Wyandotte St.,
Kansas City, MO 64100
Mode: Once only; Institute
Time: 4 days from 10/10/76 to 10/13/76; approximately 20 contact hrs., 0 preparation hrs., 35 total hrs.; application deadline is 10/1/76
Methods: Discussions, films, lectures, on-site visits, panel presentations, slides/filmstrips
Credit: No credit as of this time
Recognition: Certificate
Level: Basic, intermediate, advanced
Fees: Board: approximately $24 per night at hotel; Registration fee approximately $150; living accommodations at hotel.
Entrance: No requirements
Preparation: None
Teacher: JOHNSON, Stephen C., Dr., Coordinator, Field Services, Indiana University AV Center
Descriptive: Brochure
Evaluation: By participants; internal system of evaluation
Contact: Nadine Covert, EFLA Admin. Dir., same address and phone as above
Placement: No
Special Materials: None needed
Objectives: To provide a forum for exploring the problems and needs of film libraries serving public libraries, schools, colleges/ universities, museums. To provide information and training which will help media personnel to solve some of these problems. The Film Library Administrative Institute will offer a program of seminars and workshops which will give professionals an opportunity to learn new techniques, explore new ideas, develop professional competencies. They will meet with colleagues and experts in the field in an informal atmosphere designed to encourage discussion of mutual concerns and an exchange of ideas.

FILM LIBRARIANSHIP

NEW YORK

FILM LITERACY

For: Librarians with MLS or more
Sponsor: Syracuse University,
School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
315-423-2911
At: Syracuse University,
School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
Mode: Continuous
Time: 10 days, from 6/14/76 to 6/25/76; daily; application deadline is 4/1/76
Methods: Discussions, films, lectures, on-site visits
Credit: Audit (3), graduate credit (3)
Recognition: Grade
Level: Intermediate
Fees: Not known at this time; living accommodations on campus available for singles and couples
Entrance: MLS Degree
Preparation: Information not provided
Teacher: WILSON, Timothy, Visiting Lecturer
Descriptive: Catalog
Evaluation: Information not provided
Contact: Timothy Wilson, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: Information not provided

GOVERNMENTAL RELATIONS PERTINENT TO LIBRARIES

WASHINGTON, D.C.

INSTITUTE ON THE LIBRARY AND THE POLITICAL PROCESS
For: Librarians with MLS or more, Administrators, Middle Managers, Trustees; maximum 50
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 50 Caldwell Hall, Washington, DC 20064
Mode: Continuous, offered on a regular basis each year; institute
Time: 10 days, from 6/21/76 to 7/2/76; approximately 60 contact hrs., 40 preparation hrs., 110 total hrs.; daily; application deadline is 6/14/76
Methods: Discussions, field experience, on-site visits, reading materials, simulation methods
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $195; other fees: $35; living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Readings prior to program
Teacher: FRASE, Robert, Consulting Economist; and TREZZA, Alphonse, Executive Director, NCLIS
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: To provide students with first-hand observation of governmental processes and forces affecting libraries and information centers; to help students become aware of legislative avtivity among librarians. Upon successful completion of the Institute, students should be able to: define the role of the librarian in relation to the governmental process at the local, state, and national levels; identify library legislation and federal laws with library implications currently under consideration; describe the role and function of the ALA Washington Office; demonstrate the lobbying process in our governmental framework; design a legislative workshop or Governor's Conference for the state or local level; assume active roles in library community legislative networks.

GOVERNMENTAL RELATIONS PERTINENT TO LIBRARIES

WASHINGTON, D.C.

INSTITUTE ON FEDERAL LIBRARY RESOURCES

For: Librarians with MLS or more, Administrators, Middle Managers, Trustees; maximum 50
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064
202-635-5085
At: The Catholic University of America, 50 Caldwell Hall, Washington, DC 20064
Mode: Continuous, offered on a regular basis each year; institute
Time: 10 days, from 8/16/76 to 8/27/76; approximately 60 contact hrs., 40 preparation hrs., 110 total hrs.; daily; application deadline is 8/10/76
Methods: Field experience, lectures, on-site visits, panel presentations, reading materials
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $195; Other fees: $35; living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Readings prior to program
Teacher: CYLKE, Frank Kurt, Chief, Division of the Blind and Physically Handicapped, Library of Congress
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064
202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: To familiarize students with major concepts of library operations and services and the mechanisms that promote the utilization of Federal library resources. Upon successful completion of the course, the students should be able to: identify the role of federal libraries, information centers, and data banks in the federal community, research community, and national library community; describe the resources, publications, and specialized services provided by federal libraries and information centers to non-government libraries and the generl public; compare the in-operation or in-process development of the major Federal library and information service programs, such as MEDLARS, MARC, RECON and NOAA; describe the functions performed by the Federal Library Committee; identify resources available through major government clearinghouses, such as ERIC and NTIS.

HANDICAPPED, MATERIALS AND SERVICES FOR

WASHINGTON, D.C.

DEVELOPING LIBRARY PROGRAMS TO SERVE THE HANDICAPPED
For: Librarians with MLS or more; maximum 25
Sponsor: The Catholic University of America, Department of LIbrary Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, Department of Library Science, 11 Gibbons Hall, Washington, DC 20064
Mode: Offered on a regular basis each year; seminar
Time: 5 days, from 5/3/76 to 6/4/76; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekends; application deadline is 4/26/76
Methods: Discussions, on-site visits, reading materials, class presentations
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $75/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; application fee: $10; living accommodations on campus available for singles
Entrance: MLS Degree
Preparation: Information not provided
Teacher: WRIGHT, Kieth, Dr., Director of Libraries, Gallaudet College, Washington, DC
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: To develop an understanding of the various handicapping conditions in our society and to evaluate the varied library programs and materials now offered to these persons in order to develop model programs and services in specific library settings. Upon successful completion of the course, the students are expected to be able to: describe in some detail one type of handicapped person and the world in which he lives; list various educational technologies available to extend library services to the handicapped; describe needed library services for those associated with the handicapped persons including parents, family, educators, etc.; evaluate and redesign physical facilities, resources, and materials, and library outreach to meet the needs of handicapped persons; summarize in brief format his own philosophy of library services extension to one particular handicapped population; develop a public understanding program related to one handicapped population to be used in a library; point out areas

requiring further research, new technologies, or pilot projects relating to the handicapped.

HANDICAPPED, MATERIALS AND SERVICES FOR

NEW YORK

THE SCHOOL MEDIA CENTER AND THE PHYSICALLY HANDICAPPED CHILD
For: Operating Librarians without MLS,
Media Specialists
Sponsor: Long Island University, Graduate Library School,
C. W. Post Center, Greenvale, NY 11548
516-299-2855
With: Human Resources School, Albertson, NY
At: Long Island University, Graduate Library School,
C. W. Post Center, Greenvale, NY 11548
Mode: Continuous, once only; cassettes/tapes,
classroom presentation, institute, workshop
Time: 6 days, from 8/1/76 to 8/6/76; approximately
40 contact hrs., 40 total hrs.; daily;
application deadline is 4/31/76
Methods: Audio tapes or cassettes, discussions,
films, lectures, open questions, on-site visits,
overhead projection, slides/filmstrips
Credit: No credit
Recognition: Certificate
Level: Basic or beginner
Fees: Board: $75; living accommodations on campus
available for singles and couples
Entrance: MLS Degree; Required work experience: School
Media Center
Preparation: Readings prior to program
Teacher: VELLEMAN, Ruth, Director, Human Resources School
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Mrs. Bette Vander Werf, Admin. Asst. to the Dean,
same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Public schools and School Media Centers must now not only supply services to the physically handicapped, but also disseminate information to educators about this new clientele. This Institute will train 50 school library media specialists in supplying media services to those disabled library users.

ALABAMA

SYMPOSIUM ON THE BOOK ARTS

For: No target audience; maximum 100
Sponsor: University of Alabama, Graduate School of Library Service, P. O. Box 6242, University, Alabama 35486
205-348-4610
At: University of Alabama, Continuing Education Center, Tuscaloosa, AL 35486
Mode: Continuous; classroom presentation
Time: 2 days, from 5/10/76 to 5/11/76; approximately 12 contact hrs., 0 preparation hrs., 15 total hrs.; daily; application deadline is 5/9/76
Methods: Discussions, lectures, open questions, overhead projections
Credit: No credit
Recognition: Public acknowledgement
Level: Not applicable
Fees: Tuition: $25; living accomodations on campus available for singles and couples
Entrance: No requirements
Preparation: None
Teacher: RAMER, James D., Dean, GSLS, Univ. of Alabama
Descriptive: Brochure
Evaluation: No evaluation
Contact: James D. Ramer, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To provide an informative interchange among librarians interested in fine printing and private printers practicing their craft.

ALABAMA

TYPOGRAPHIC WORKSHOP

For: No target audience; maximum 12
Sponsor: University of Alabama, Graduate School of Library Service, P. O. Box 6242, University, AL 35486 205-348-4610
At: University of Alabama, Div. of Continuing Education, Tuscaloosa, AL 35486
Mode: Continuous; workshop
Time: 10 days, from 5/10/76 to 5/21/76; approximately 40 contact hrs., 30 preparation hrs., 70 total hrs.; daily; application deadline is 5/9/76
Methods: Discussions, laboratory work
Credit: Audit (3); Graduate credit (3); Undergraduate credit (3)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $115; living accommodations on campus available for singles and couples
Entrance: No requirements
Preparation: None
Teacher: HOUSE, Glenn, Instructor, Grad. Sch. of Lib. Service, University of Alabama
Descriptive: Brochure
Evaluation: By instructor
Contact: James D. Ramer, Dean, GSLS, Univ. of Alabama
Placement: No
Special Materials: Supplied by sponsor
Objectives: To introduce the novice to the basic rudiments of book design and printing with the hand press.

ALABAMA

STAFF DEVELOPMENT AND CONTINUING EDUCATION

For: No target audience
Sponsor: University of Alabama,
Graduate School of Library Service, P. O. Box 6242,
University, Alabama 35486
205-348-4610
At: University of Alabama, Division of Continuing Education,
Tuscaloosa, Alabama 35486
Mode: Once only; workshop
Time: 1 1/2 days, from 2/10/76 to 2/11/76; approximately 15 contact hrs., 0 preparation hrs., 15 total hrs.; daily; application deadline is 2/10/76
Methods: Discussions, lectures, open questions, panel presentations
Credit: No credit
Recognition: None
Level: All levels
Fees: Tuition: $15; living accommodations on campus available for singles and couples
Entrance: No requirements
Preparation: None
Teacher: Various
Descriptive: Brochure, at a later date
Evaluation: By participants
Contact: James D. Ramer, Dean, Graduate School of Library Service, University of Alabama, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To give staff and administrators a sense of what is going on in other parts of the country and in Alabama in professional and personal development in the library field; to provide a forum for practitioners to discuss the development of a state-wide plan for staff development.

HUMAN RESOURCES DEVELOPMENT

COLORADO

INTERPERSONAL RELATIONS: CASE STUDIES
For: No target audience; maximum 60
Sponsor: Special Libraries Association, Education Committee, 235 Park Ave. South, New York, NY 10003 212-777-8136
At: Convention Center, Denver, CO
Mode: On demand, but with special instructors; workshop
Time: 1 day, on 6/6/76; approximately 6 contact hrs., 0 preparation hrs.; annually; application deadline is 5/7/76
Methods: Case study materials, discussions, open questions, role-playing exercises, simulation methods
Credit: No credit
Recognition: Certificate
Level: Any level
Fees: Other fees: $50 (SLA members), $60 (non-members); no information on living accommodations
Entrance: No requirements
Preparation: Information not provided
Teacher: CONROY, Barbara, Consultant; and JONES, Barbara S., Consultant
Descriptive: In March or April, 1976, *Special Libraries*
Evaluation: By participants
Contact: John Rock, same address and phone as above
Placement: No
Special Materials: Materials supplied by teachers; equipment supplied by sponsor
Objectives: To help participants develop and understand interpersonal relations skills. Theory and practice are offered.

HUMAN RESOURCES DEVELOPMENT

WASHINGTON, D.C.

DEVELOPMENT OF HUMAN RESOURCES IN THE LIBRARY SYSTEM
For: Librarians with MLS or more, Administrators, Middle Managers; maximum 45
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 6 Gibbons Hall, Washington, DC 20064
Mode: Intermittent, offered on a regular basis each year; seminar
Time: 15 days, from 1/12/76 to 4/23/76; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs. application deadline is 1/1/76
Methods: Discussions, films, overhead projection, reading materials, role-playing exercises, simulation methods
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $100/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan); living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Information not provided
Teacher: WEBSTER, Duane, Director, Office of Management Studies, Assoc. of Research Libraries
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: A course designed to help professional library managers to become more effective as human resource developers in a library setting. Upon successful completion of the course, the students will be able to: describe hte management philosophy operative in a library setting known to the student; outline the systems now operational in a given library system and their human behavior effects; produce a systems model of a management philosophy which could be applied to changing a library management system; given a scenario of a library human relation problem, hte student will give examples of behavioral science information which can shed light on the problem, the system, the people and the solution.

HUMAN RESOURCES DEVELOPMENT

NEW YORK

HUMAN RELATIONS TRAINING WORKSHOP

For: Librarians with MLS or more
Sponsor: Syracuse University,
School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
315-423-2911
At: Syracuse University,
School of Information Studies,
113 Euclid Ave., Syracuse, NY 13210
Mode: Continuous; classroom presentation, seminar
Time: 10 days, from 6/1/76 to 6/12/76; daily; application deadline is 4/1/76
Methods: Case study materials, discussions, films, games, lectures, open questions, overhead projection, team teaching
Credit: Audit (3), graduate credit (3)
Recognition: Grade
Level: Intermediate
Fees: Not known st this time; living accommodations on campus available for singles and couples
Entrance: MLS Degree
Preparation: Information not provided
Teacher: COOK, Kenneth, Assistant Professor, Syracuse University
Descriptive: Brochure
Evaluation: By participants
Contact: Kenneth Cook, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: Exploration of human relation skills through a series of dynamic exercises. Orientation is toward information professionals but can be taken by others in service oriented positions. Possible areas to be covered: verbal and non-verbal communications, perception and inference, value structures, peer perception, trust building, "helping" strategies, risk taking, hidden agenda, feedback, one-way and two-way communication, conflict resolution.

INDEXING AND ABSTRACTING

COLORADO

USE OF ABSTRACTING SYSTEMS: BIOL. ABST. AND CA CONDENSATES
For: Librarians with MLS or more, Library Users, Operating Librarians without MLS, Information Science Specialists, Technical Information Specialists, Users of BA and CA Condensates
Sponsor: Special Libraries Association, Education Committee,
235 Park Ave. South, New York, NY 10003
212-777-8136
At: Convention Center, Denver, CO
Mode: On demand; institute
Time: 1 day, on 6/6/76; approximately 6 contact hrs., 0 preparation hrs.; annually; application deadline is 5/7/76
Methods: Discussions, laboratory work, lectures, open questions, computer terminals
Credit: No credit
Recognition: Certificate
Level: Intermediate
Fees: Other fees: $50 (SLA members), $60 (non-members); no information on living accommodations
Entrance: No requirements
Preparation: None
Teacher: FARREN, Ann, BIOSIS;
ROBINSON, Jo, Training Coordinator, Institute for Library Research, Univ. of Cal./Berkeley
Descriptive: Information in March, 1976, issue of *Special Libraries*
Evaluation: By participants
Contact: John Rock, same address and phone as above
Placement: No
Special Materials: Supplied by instructors
Objectives: All attendees are expected to have both printed *Biological Abstracts* and *Chemical Abstracts Condensates* and possibly on-line access to either or both in their libraries. On-line demonstrations will be done. This is not intended for those completely unfamiliar with these *Abstracts*. It is intended to update users.

INFORMATION BROKER/FREE LANCE LIBRARIAN

NEW YORK

INFORMATION BROKERS/FREE LANCE LIBRARIANS--
NEW CAREERS--NEW LIBRARY SERVICES

For: Librarians with MLS or more, Information Professionals
Sponsor: Syracuse University, School of Information Studies, 113 Euclid Street, Syracuse, NY 13210 315-423-2911
At: Drumlin's, 800 Nottingham Road, Syracuse, NY 13210
Mode: Once only; workshop
Time: 1 day, on 4/3/76; approximately 6 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline is 3/26/76
Methods: Discussions, lectures, open questions, panel presentations, problem sets and exercises
Credit: No credit
Recognition: Certificate of participation
Level: Basic or beginner
Fees: Tuition: $25, $15 for students
Entrance: No requirements
Preparation: None
Teacher: DAVIS, Maxine W., Information Access, Syracuse, NY
Descriptive: In process
Evaluation: By participants
Contact: Dr. Ruth Patrick, Coordinator of Continuing Education, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: To explore issues related to new services such as those provided by the Information Broker or Free Lance Librarian which have risen in response to special information needs and demands. Participants will be able to: identify alternative information services now being offered to the public and how these services differ from traditional ones; identify what these professionals do and their relationship to one another; discuss the relationships between these new services and libraries, the community, public agencies, publishers, etc.; exchange ideas on resulting problems--ethical, financial, and social which arise for which there are no precedents; identify the marketplace for these new services; begin to learn how to prepare themselves for these new roles and careers.

INFORMATION SCIENCE

NEW JERSEY

INTRODUCTION TO INFORMATION SCIENCE

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS, Technical Information Specialists

Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169

At: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington, St., New Brunswick, NJ 08903

Mode: Intermittent; classroom presentation

Time: 10 days, from 1/26/76 to 4/5/76, and from 9/9/76 to 11/11/76; approximately 25 contact hrs., 30 preparation hrs.; weekly; application deadline is 1/15/76

Methods: Films, laboratory work, lectures, overhead projection, reading materials, slides/filmstrips

Credit: Graduate credit (2), credit toward Post-MLS certificate (2)

Recognition: Grade

Level: Basic or beginner

Fees: Tuition: $70; Other fees: $17; no information on living accommodations

Entrance: BA, BS, MLS Degree; media or information degree

Preparation: Materials to be brought

Teacher: KING, Donald, Dr., Associate Dean, Associate Professor of Library Service and Computer Science

Descriptive: Brochure

Evaluation: By participants

Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: The course is designed to provide an introduction to basic principles of information science and computer based information services. Those who complete the course should know basic terminology and concepts and should be prepared for advanced study in information science, retrieval systems, or library automation.

INFORMATION SYSTEMS AND NETWORKS

COLORADO

STRATEGIES FOR CROSS-DISCIPLINARY INFORMATION TRANSFER: ENVIRONMENTAL COMMUNICATIONS
For: Clericals, Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers, Library Users, Technical Information Specialists, Information Science Specialists; maximum 50
Sponsor: Special Libraries Association, Education Committee,
235 Park Ave. South, New York, NY 10003
212-777-8136
With: Natural Science Division of SLA
At: Convention Center, Denver, CO
Mode: Institute
Time; 1 day, on 6/6/76; annually and by demand; application deadline is 5/6/76
Methods: Discussions, lectures, overhead projection, panel presentations, team teaching
Credit: No credit
Recognition: Certificate
Level: None specified
Fees: $50 (SLA members), $60 (non-members); no information on living accommodations
Entrance: No requirements
Preparation: None
Teacher: Information not provided
Descriptive: March, 1976 issue of Special Libraries
Evaluation: By participants
Contact: John Rock, SLA, same address and phone as above
Placement: No
Special Materials: Materials supplied by instructors, equipment by sponsor
Objectives: Intended for people who generate, transmit, and use environmental information including special librarians, users, and any other persons interested in this area. Sessions will cover: generators and users of environmental information; environmental information specialists as communicators; national and international information sharingthe International Referral System; and community and regional information sharing-referral relationships.

WASHINGTON, D.C.

APPLICATION OF COMPUTER TECHNOLOGY TO LIBRARY PROCESSES

For: Librarians with MLS or more, Administrators, Middle Managers; maximum 25

Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064
202-635-5085

At: The Catholic University of America, 6 Gibbons Hall, Washington, DC 20064

Mode: Offered on a regular basis each year; seminar

Time: 15 days, from 1/12/76 to 4/23/76; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekly; application deadline is 1/1/76

Methods: Discussions, lectures, reading materials

Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)

Recognition: Grade

Level: Advanced

Fees: Tuition: $100/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; living accommodations on campus available for singles

Entrance: MLS Degree, BA, BS Degree

Preparation: Information not provided

Teacher: AVRAM, Henrietta D., Chief of MARC Development Project, Library of Congress, Washington, DC 20540

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Washington, DC 20064
202-635-5256

Placement: Information not provided

Special Materials: Information not provided

Objectives: An introduction to the application of computers and related technology to library processes for librarians concerned with library automation management which should enable the librarian to: make appropriate decisions about the application of computers and related technology to various library processes, and interface with technical specialists. Upon successful completion of this course, students will be able to: understand basic systems analysis, machine processing, hardware configurations, and computer technology; understand the complexity of automating library processes; identify library functions which should be automated as opposed to those which should not be automated; recognize that differences in type and size of libraries affect the decision-making process concerning the use of the computer as a tool in the library; appreciate the implications of national and international standardization activities; demonstrate a practical skill in the preparation of project proposals and reports.

INFORMATION SYSTEMS AND NETWORKS

WASHINGTON, D.C.

DESIGNING COMPUTER-BASED INFORMATION SYSTEMS
For: Librarians with MLS or more, Administrators, Middle Managers, Technical Information Specialists, Information Science Specialists; maximum 25
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 11 Gibbons Hall, Washington, DC 20064
Mode: Intermittent, offered on a regular basis each year; classroom presentation
Time: 15 days, from 1/12/76 to 4/23/76, approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekly; application deadline is 1/1/76
Methods: Computer-assisted instruction, discussions, laboratory work, lectures, problem sets and exercises, reading materials, simulation methods
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $100/credit hr.; living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Information not provided
Teacher: SPEER, Jack, Mr., Consultant
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: To enable the student to interact or direct the activities of technical specialists as a participant in the design and implementation of operational computer-based information systems; to be able to participate in selection of hardware and software components from commercial suppliers to be melded with locally generated programs as required to fabricate such systems; to monitor systems development and implementation including supervision of personnel training; to provide continual support, evaluation, and enhancement of operational computer-based systems.

INFORMATION SYSTEMS AND NETWORKS

WASHINGTON, D.C.

DATA BASES: THEIR ORGANIZATION AND DISSEMINATION SYSTEMS
For: Librarians with MLS or more, Administrators, Middle Managers, Technical Information Specialists, Information Science Specialists; maximum 15
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 11 Gibbons Hall, Washington, DC 20064
Mode: Intermittent, offered on a regular basis each year; seminar
Time: 15 days, from 1/12/76 to 4/23/76; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekly; application deadline is 1/1/76
Methods: Laboratory work, lectures, on-site visits, reading materials, student presentations
Credit: Audit (0), graduate credit (3), credit toward Post-MLS cretificate (3)
Recognition: Grade, certificate (with 24 hrs.)
Level: Advanced
Fees: Tuition: $100/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; living accommodations on campus available for singles
Entrance: MLS Degree, BA, BS Degree
Preparation: Information not provided
Teacher: SPEER, Jack, Dr., Director of Library Information Systems, Informatics, Inc.
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: An introduction to and survey of existing machine-readable data bases which should enable students to utilize new sources of information contained in computer processed files. Upon successful completion of this course, the students will be able to: describe organizational types and methods of dissemination currently employed; identify existing data bases; design a survey questionnaire; analyze in detail at least one existin data base.

INFORMATION SYSTEMS AND NETWORKS

WASHINGTON, D.C.

COMPUTER PROGRAMMING FOR LIBRARIES

For: Librarians with MLS or more, Administrators, Middle Managers, Technical Information Specialists, Information Science Specialists; maximum 10

Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085

At: The Catholic University of America, 9 Gibbons Hall, Washington, DC 20064

Mode: Intermittent, offered on a regular basis each year; classroom presentation

Time: 10 days, from 6/7/76 to 7/9/76; approximately 35 contact hrs., 75 preparation hrs., 110 total hrs.; bi-weekly; 6/1/76

Methods: Field experience, lectures, reading materials, demonstrations, student presentations

Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)

Recognition: Grade

Level: Advanced

Fees: Tuition: $75/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; application fee: $10; living accommodation on campus available for singles

Entrance: MLS Degree, BA, BS Degree

Preparation: Information not provided

Teacher: SPEER, Jack, Dr., Director of Library Information Systems, Informatics, Inc.

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256

Placement: Information not provided

Special Materials: Information not provided

Objectives: Principles and use of the University's time-shared computer will be explored to enable the student to work with computers in the library context. Upon successful completion of the course, students are expected to be able to: wire and execute BASIC computer programs using the DEC interactive computer and remote terminals.

GEORGIA

SPECIAL TOPICS IN LIBRARIANSHIP: NETWORKS
For: Librarians with MLS or more, 5th year students; maximum 15
Sponsor: Emory University,
Div. of Librarianship, Atlanta, GA 30322
404-377-2411,x7671
At: Emory University, Atlants, GA 30322
Mode: Once only; classroom presentation
Time: From 6/21/76 to 8/19/76; approximately 22 contact hrs.; application deadline is 5/15/76
Methods; Discussions, lectures, on-site visits, reading materials
Credit: Graduate credit(5); Credit toward Post-MLS certificate(5)
Recognition: Grade
Level: Information not provided
Fees: Tuition: $395; special rate available for practitioners; living accommodations available on campus
Entrance: BA,BS Degree
Preparation: Information not provided
Teacher: STEVENS, Charles, Director, Southeastern Library Network
Descriptive: None
Evaluation: By participants; internal system of evaluation
Contact: A. V. Lawson, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: The place and purpose of networks in the development of library services; their organization, functions, problems and prospects, with special attention to computer assisted networks.

ILLINOIS

INSTITUTION LIBRARIES

For: Operating Librarians without MLS, Library Users; Prison in-mates specially recruited
Sponsor: Loyola University of Chicago,
Correspondence Study Division, 820 N. Michigan Ave.,
Chicago, IL 60611
312-670-3018
At: Not applicable
Mode: Home study or home study/group study
Time: From 3 months to 1 year; application deadline is open
Methods: Problem sets and exercises, reading materials
Credit: Undergraduate credit (3)
Recognition: Grade, transcript
Level: Basic or beginner
Fees: Tuition: $70
Entrance: No requirements
Preparation: Information not provided
Teacher: RUBY, Carmela, California State Library; KOONS, Philip, State Library of Ohio
Descriptive: Catalog
Evaluation: Information not provided
Contact: Mary L. McPartlin, Director,
Correspondence Study Division, Loyola Univ. of Chicago,
same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: This course aims to provide non-professionals who are responsible for libraries in an institution to knowledge to organize and give library service to the staff and residents and volunteers of such institutions as prisons, mental hospitals, juvenile delinquent homes, nursing homes, and homes for the aged. The course is not meant to teach cataloging nor the finer points of book selection but rather to isolate some factors pertinent to the institution involving selection, organization, staffing and facility.

INTELLECTUAL FREEDOM

PENNSYLVANIA

TOPICS IN LIBRARIANSHIP: INTELLECTUAL FREEDOM

For: Librarians with MLS or more, Operating Librarians without MLS, LS graduate students, Upper-level undergraduate students in school library media certification program, In-service librarians for continuing education; maximum 25

Sponsor: Clarion State College,
School of Library Media and Information Science,
Wood St., Clarion, PA 16214
814-226-6000,x353 or 354

At: Clarion State College, Room 151, Carlson Library,
Wood St., Clarion, PA 16214

Mode: Intermittent; workshop

Time: 4 weekends, from 8/28/76 to 12/20/76; approximately 40 contact hrs.; weekends; no application deadline

Methods: Audio tapes or cassettes, case study materials, discussions, field experience, films, lectures, open questions, on-site visits, overhead projection, panel presentations, reading materials, role-playing exercises, simulation methods, slides/filmstrips, telephone, TV or video tapes, guest lecturers

Credit: Graduate credit (3), undergraduate credit (3)

Recognition: Grade

Level: Graduate student, continuing education

Fees: Information not provided

Entrance: BA, BS, MLS Degree

Preparation: Materials to be brought

Teacher: LUSKAY, Jack, Assistant Professor,
Clarion State College, Clarion, PA

Descriptive: Brochure, syllabus (both in preparation)

Evaluation: By participants

Contact: Dr. Elizabeth A. Rupert, Dean,
School of Library Media and Information Science,
same address and phone as above

Placement: Information not provided

Special Materials: Information not provided

Objectives: Information not provided

OKLAHOMA

GREAT LIBRARIES TOUR

For: No target audience; maximum number: 40
Sponsor: Oklahoma State University,
College of Education, Department of Library Science,
Stillwater, OK 74074
405-372-6211 x239
At: Stillwater, OK, New York City,
Philadelphia, PA, Washington, DC
Mode: Traveling tour of libraries
Time: 11 days, from 6/6/76 to 6/16/76; approximately 2 contact hrs., 10 preparation hrs., 60 total hrs.; biennially; application deadline: 4/15/76
Methods: Case study materials, discussions, field experience, lectures, open questions, on-site visits, personalized system of instruction, reading materials
Credit: Audit (1); Undergraduate credit (2)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $40; Total: $465
Entrance: Junior standing preferred
Preparation: Readings prior to program
Teacher: ROUSE, Roscoe, Dr., Professor, Oklahoma State University
Descriptive: Brochure
Evaluation: No evaluation
Contact: Dr. Roscoe Rouse, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Students enrolled in LS 4550, Special Studies in Libraries/Learning Resources Centers, "The Great Libraries Tour," a course in comparative librarianship, visit approximately fourteen libraries in New York City and Washington, DC. Prior to departure, they are given literature about the libraries to prepare them for the on-site visits. In each library, one or more members of the staff explain the purposes and operations of the library and direct the students through the building, commenting on various facets of the services offered and describing the collections held. It is the purpose of the course to offer students the opportunity to become acquainted with some of the largest and best known libraries in the world.

ILLINOIS

INTRODUCTION TO LIBRARY METHODS
For: Clericals
Sponsor: Loyola University of Chicago,
Correspondence Study Division, 820 N. Michigan Ave.,
Chicago, IL 60611
312-670-3018
At: Not applicable
Mode: Home study or home study/group study
Time: From 3 months to 12 months; application deadline is open
Methods: Problem sets and exercises, reading materials
Credit: Undergraduate credit (3)
Recognition: Grade, transcript
Level: Basic or beginner
Fees: Tuition: $70
Entrance: No requirements
Preparation: Information not provided
Teacher: TENNERT, Mary, Mrs., former Librarian,
Loyola University of Chicago
Descriptive: Catalog
Evaluation: Information not provided
Contact: Mary L. McPartlin, Director,
Correspondence Study Division,
same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: The course gives the student general knowledge on library usage. It is a basic survey of the methods used in maintaining a library, (ordering, accessioning, classifying, cataloging, filing, shelving; the circulation of books from the library to the reader). The course is meant for a person who has little or no experience in a library.

WISCONSIN

BASIC LIBRARY MANAGEMENT FOR PUBLIC LIBRARIANS

For: Library Technicians, Paraprofessionals, Operating Librarians without MLS; Native Americans specially recruited

Sponsor: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53706
608-262-3566
With: Division for Library Services

At: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53706

Mode: Offered on a regular basis each year; classroom presentation

Time: 14 days, from 9/28/76 to 4/5/77 and from 1/3/77 to 4/4/77; approximately 28 contact hrs., 56 preparation hrs., 84 total hrs.; weekly and bi-weekly; application deadline is 9/15/76

Methods: Discussions, laboratory work, open questions

Credit: Continuing Education Units (2.8)

Recognition: Certificate

Level: Basic or beginner

Fees: Tuition: $68.50; no information on living accommodations

Entrance: High school diploma

Preparation: Information not provided

Teacher: FULLER, Muriel L., Professor, University of Wisconsin/Madison Library School

Descriptive: Brochure

Evaluation: By participants

Contact: Phyllis Weiss, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: This course is offered cooperatively by the Division for Library Services, Department of Public Instruction and by the University of Wisconsin/Extension Department of Communication Programs. For librarians employed in public libraries in the state, particularly smaller ones, this course serves as a training program which, if satisfactorily completed, meets the educational requirement for a public librarian certificate, grade two or three, issued by the Division for Library Services.

WISCONSIN

BASIC LIBRARY MANAGEMENT FOR HEALTH SCIENCE LIBRARIANS
For: Librarians with MLS or more, Paraprofessionals, Operating Librarians without MLS
Sponsor: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711
608-262-3566
At: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711
Mode: Offered on a regular basis each year; classroom presentation
Time: 13 days, from 10/5/76 to 3/29/77; approximately 26 contact hrs., 52 preparation hrs., 78 total hrs.; bi-weekly; application deadline is 9/25/76
Methods: Discussions, lectures, open questions
Credit: Continuing Education Units (5.5)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition: $51; no information on living accommodations
Entrance: High school diploma
Preparation: Information not provided
Teacher: HAWKINS, Jean, Librarian, Waukesha Memorial Hospital
Descriptive: Brochure
Evaluation: By participants
Contact: Phyllis Weiss, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: This course is designed for those responsible for library service to a hospital staff. Short presentations will be made by the instructor, followed by discussion based on assignments to the student.

LAW LIBRARIANSHIP

COLORADO

PRACTICAL LAW LIBRARIANSHIP FOR NON-ACADEMIC LAW LIBRARIANS
For: Librarians with MLS or more, persons responsible for law collections and legal reference; maximum 40
Sponsor: University of Denver,
Graduate School of Librarianship, Denver, CO 80210
303-753-2557
With: University of Denver Law Library
At: Graduate School of Librarianship,
University of Denver, Denver, CO 80210
Mode: Continuous; classroom presentation
Time: 5 days, from 8/9/76 to 8/13/76; approximately 20 contact hrs., 40 preparation hrs., 60 total hrs.; daily; application deadline is 7/15/76
Methods: Discussions, lectures, open questions, problem sets and exercises, team teaching
Credit: Audit (2), graduate credit (2), credit toward Post-MLS certificate (2)
Recognition: Grade, letter
Level: Basic or beginner
Fees: Tuition: $140; Board: varies; no information on living accommodations on campus
Entrance: MLS Degree; or currently working with law collection
Preparation: Information not provided
Teacher: GALLAGHER, Marian, Law Librarian, Univ. of Washington; COCO, Al, Law Librarian, Univ. of Denver
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Dean, Graduate School of Librarianship,
University of Denver, Denver, CO 80210
Placement: No
Special Materials: Supplied by sponsor
Objectives: Participants will be able to evaluate legal materials, select vendors, analyze collection in terms of user needs, perform basic reference services. Core collection will be developed by each participant. General principles of administration pertaining to each individual participant's problems will be discussed and recommendations made.

GEORGIA

LAW LIBRARIANSHIP
For: Librarians with MLS or more, 5th year students; maximum: 15
Sponsor: Emory University, Div. of Librarianship, Atlanta, GA 30322 404-377-2411,x7671
At: Emory University, Atlanta, GA 30322
Mode: Intermittent; offered on a regular basis each year; classroom presentation; internship/practicum
Time: From 6/21/76 to 8/19/76; approximately 34 contact hrs.; application deadline is 5/15/76
Methods: Case study materials, discussions, field experience, lectures, problem sets and exercises, reading materials
Credit: Graduate credit(5); Credit toward Post-MLS certificate(5)
Recognition: Grade
Level: Information not provided
Fees: Tuition: $395; special rates available for practitioners
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: BUTLER, Anne, Librarian, Alston, Miller & Gaines
Descriptive: None
Evaluation: By participants; internal system of evaluation
Contact: A. V. Lawson, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: The organization and administration of the law library, the informational needs of the legal profession, and the bibliography, sources and services necessary to meet these needs.

LAW LIBRARIANSHIP

KANSAS

LEGAL BIBLIOGRAPHY AND REFERENCE

For: Librarians with MLS or more (12);
Operating Librarians without MLS (2);
Students (2)
Sponsor: Emporia Kansas State College,
School of Library Science, 1200 Commercial,
Emporia, KS 66801
316-343-1200, x203
At: University of Kansas, Law School Library,
Lawrence, KS 66045
Mode: Continuous; lecture/laboratory
Time: 10 days, from 8/2/76 to 8/13/76; approximately 25 contact hrs., 30 preparation hrs., 60 total hrs.; daily; application deadline is 7/1/76
Methods: Case study materials, discussions, lectures, open questions, problem sets and exercises, slides/filmstrips
Credit: Graduate credit (2)
Recognition: Information not provided
Level: Basic or beginner
Fees: Tuition if taken for credit; other fees: $25.00; living accommodation on campus available for singles
Entrance: MLS Degree; BA, BS Degree
Preparation: Information not provided
Teacher: KAHLE, Larry, Law Librarian,
University of Nebraska
Descriptive: Brochure, syllabus
Evaluation: By participants
Contact: Ronald P. Haselhuhn, School of Lib. Sci.,
EKSC, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: The purpose of this introduction to the literature of Anglo-American jurisprudence is to gain a working familiarity through lecture, discussion and laboratory experience, with the major statutes and codes, judicial decisions, digests, encyclopedias, periodicals and indexes of the legal profession. Participant will be able to answer basic legal reference questions in public or academic libraries. Participant will be able to select basic legal reference sources for a public or academic library.

LAW LIBRARIANSHIP

NEW JERSEY

LEGAL BIBLIOGRAPHY
For: Librarians with MLS or more
Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169
At: New Jersey State Library, 3rd Floor Meeting Room,
185 West State Street, Trenton, NJ 08625
Mode: Intermittent, offered on a regular basis each year; classroom presentation
Time: 16 days, from 1/26/76 to 5/20/76, and from 9/9/76 to 1/14/77; approximately 40 contact hrs., 80 preparation hrs.; weekly; application deadline is 1/15/76
Methods: Case study materials, discussions, lectures, problem sets and exercises, reading materials
Credit: Graduate credit (3)
Recognition: None
Level: Intermediate
Fees: Information not provided
Entrance: BA, BS, MLS Degree; 1 year of work experience in the field of legal reference
Preparation: Materials to be brought
Teacher: BLAND, Robert L., Law Coordinator, New Jersey State Library
Descriptive: Brochure
Evaluation: By participants
Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Students will be able to perform basic legal research in Anglo-American law and guide library users in elementary legal research.

LAW LIBRARIANSHIP

NEW YORK

LAW, LEGISLATION AND THE LIBRARIAN

For: Librarians with MLS or more, Administrators, Middle Managers, Operating Librarians without MLS, Information Science Specialists, Media Specialists
Sponsor: State University of New York at Albany,
School of Library and Information Science,
Washington Ave., Albany, NY 12222
518-457-8575
At: State University of New York at Albany,
School of Library and Information Science, Rm. 83,
Washington Ave., Albany, NY 12222
Mode: Intermittent; classroom presentation
Time: 5 days, from 4/22/76 to 5/20/76; approximately 15 contact hrs., 30 preparation hrs., 45 total hrs.; weekly; application deadline is 4/22/76
Methods: Discussions, lectures, overhead projection, reading materials
Credit: Graduate credit (1)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $40; living accommodations on campus not available
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: HALSEY, Richard, Assistant Professor, SUNY/Albany
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Lucille Whalen, Associate Dean,
same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Participants in this course will gain insight into the current status of decisional, statutory, and administrative law affecting libraries and their clientele. They will be expected to develop the following competencies: to define and enumerate some of the landmark decisions and legal precedents which pertain to photocopying, cable television, sound recordings; to discuss the highpoints of recent federal and state legialation germane to libraries; to present a well structured and documented point of view on three generally pervasive legal issues (e.g., equal opportunity, freedom of access to information, and censorchip); improve their techniques for articulating and disseminating views on public policy as it affects information transfer and access.

LAW LIBRARIANSHIP

NEW YORK

LEGAL REFERENCE

For: Librarians with MLS or more, Administrators, Middle Managers, Operating Librarians without MLS, Information Science Specialists

Sponsor: State University of New York at Albany,
School of Library and Information Science,
Washington Ave., Albany, NY 12222
518-457-8575

At: State University of New York at Albany,
School of Library and Information Science,
Washington Ave., Albany, NY 12222

Mode: Once only; workshop

Time: 1 day, on 4/30/76; approximately 6 contact hrs., 0 preparation hrs., 6 total hrs.; application deadline is 4/23/76

Methods: Discussions, lectures, open questions, overhead projection, reading materials

Credit: No credit

Recognition: None

Level: Basic or beginner

Fees: Tuition: $10; living accommodations on campus not available

Entrance: No requirements

Preparation: Information not provided

Teacher: MOREHEAD, Joseph, Assistant Professor, SUNY/Albany

Descriptive: Brochure

Evaluation: By participants

Contact: Lucille Whalen, Associate Dean, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Various research techniques such as key numbering and Shepardizing (tracing the judicial history of a case and verifying its current status as effective law) will be discussed. Focus on Federal and New York legal reference. Will familiarize participant with books and other materials of legal reference work.

LAW LIBRARIANSHIP

NORTH CAROLINA

LAW LIBRARIANSHIP

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators

Sponsor: State and Court Law Libraries of the United States and Canada, P.O. Box 28006,
Raleigh, North Carolina 27611
919-829-3425

At: Varies; held in conjunction with American Association of Law Libraries annual meeting

Mode: Offered on a regular basis each year; classroom presentation

Time: to date, one day-may be expanded; 3 contact hrs., 8 total hrs.

Methods: Lectures, open questions

Credit: No credit

Recognition: None

Level: All levels

Fees: Usually $15

Entrance: No requirements

Preparation: None

Teacher: Varies

Descriptive: Articles

Evaluation: No evaluation

Contact: SCLL, P.O. Box 28006
Raleigh, NC 27611
919-829-3425

Placement: No

Special Materials: None needed

Objectives: To provide informative presentations of material of interest to state and court law librarians; to provide a forum for discussion of problems faced by state and court law librarians.

WEST VIRGINIA

LIBRARY-MEDIA TECHNOLOGY

For: Library Technicians(200), Operating Librarians without MLS(50), Paraprofessionals(50).
Sponsor: Marshall University, Department of Educational Media, Huntington, WVA 25701
304-696-2330
With: West Virginia Library Commission
At: Marshall University,
Huntington, WV 25701
Mode: Offered on a regular basis each year; Cassettes/Tapes; Independent Study; Workshop.
Time: 12 days each spring, last two weeks in May, plus off-campus work throughout the year; off-campus(45 hrs. per course); workshop(80 hrs. per course); application deadline varies with each semester.
Methods: Audio tapes or cassettes, case study materials, discussions, field experience, films, laboratory work, lectures, open questions, on-site visits, overhead projection, panel presentations, reading materials, role-playing exercises, slides/filmstrips, team teaching.
Credit: Undergraduate credit(3+); 3 hrs. at Spring Workshop-up to 6 hours per semester thereafter
Recognition: Grade, certificate, letter, public acknowledgement
Level: Basic or beginner; intermediate
Fees: Tuition: $25.05 for 3 hrs. credit; Board paid by Library Commission; other fees also paid by Library Commission; living accommodations available for singles on campus.
Entrance: No requirements
Preparation: Materials to be brought
Teacher: FELTY, Walter C., Dr., Chairman, Dept. of Educational Media, Marshall Univ.
Descriptive: Articles, brochure, bulletin
Evaluation: By participants; internal system of evaluation
Contact: Dr. Walter C. Felty, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Information not provided

NEW YORK

LIBRARY ORIENTATION AND INSTRUCTION PROGRAMS
For: Operating Librarians without MLS, Administrators, Media Specialists
Sponsor: State University of New York at Albany, School of Library and Information Science, Washington Ave., Albany, NY 12222 518-457-8575
At: State University of New York at Albany, School of Library and Information Science, Rm. 76, Washington Ave., Albany, NY 12222
Mode: Intermittent; classroom presentation
Time: 5 days, from 1/28/76 to 2/25/76; approximately 15 contact hrs., 30 preparation hrs., 45 total hrs.; weekly; application deadline is 1/15/76
Methods: Audio tapes or cassettes, discussions, films, lectures, overhead projection, slides/filmstrips, TV or video tapes
Credit: Graduate credit (1)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $40; living accommodation on campus not available
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: ROBERTS, Anne, Associate Librarian, Reference Services, Library, SUNY/Albany
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Lucille Whalen, Associate Dean, same address and phone as above
Placement: No
Special Materials: Supplied by participant
Objectives: Discusses problems involving library orientation and instruction on the college/university level, fitting programs to individual libraries and their users. Exploration of techniques such as tutorials, mini courses, slides, slide tapes, and video tapes.

MAP LIBRARIANSHIP

OREGON

MAPS AND THE MEDIA CENTER

For: Clericals, Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers, Media Specialists
Sponsor: Southern Oregon State College, Library Science Department, Ashland, OR 97520 503-482-6445
At: Southern Oregon State College, Library Science Department, Ashland, OR 97520
Mode: On demand; workshop
Time: 5 days, from 6/14/76 to 6/18/76; approximately 20 contact hrs., 10 preparation hrs.; no information on application deadline
Methods: Lectures, open questions, overhead projection
Credit: Continuing Education Units, graduate credit, undergraduate credit
Recognition: Grade
Level: Basic or beginner, intermediate, advanced
Fees: Tuition: $42; Board: $50; living accommodations on campus available for singles
Entrance: No requirements
Preparation: Information not provided
Teacher: OTNESS, Harold, Readers Services Coordinator, Southern Oregon State College Library
Descriptive: Brochure
Evaluation: By participants
Contact: Harold Otness, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Understanding of maps and an appreciation of them. Library procedures for handling maps.

MEDIA DESIGN, PRODUCTION, PROGRAMMING

ARIZONA

TELEVISION AND LIBRARIES
For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS
Sponsor: University of Arizona, Graduate Library School, 1515 E. First St., Tucson, AZ 85708 602-884-3565
At: University of Arizona, Graduate Library School, 1515 E. First St., Tucson, AZ 85708
Mode: Intermittent; workshop
Time: 5 days, from 2/25/76 to 3/31/76; approximately 15 contact hrs., 15 total hrs.; weekly; application deadline is 2/25/76
Methods: Personalized System of Instruction (PSI), TV or video tapes
Credit: Graduate credit (1)
Recognition: None
Level: Basic or beginner
Fees: Tuition: $32; no information on living accommodations
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: GOTHBERG, Helen, Dr., Assistant Professor, University of Arizona
Descriptive: Brochure, syllabus
Evaluation: External system of evaluation
Contact: Dr. Donald C. Dickinson, Same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This workshop will enable students to learn how to carry out a simple television production using a single camera system. Students will become familiar with use of equipment, script writing, storyboarding, and program revision.

COLORADO

WORKSHOP: EDUCATIONAL MEDIA
For: Librarians with MLS or more, Operating Librarians without MLS; maximum 40
Sponsor: Western State College, Library Science,
Gunnison, CO 81230
303-943-2053
At: Western State College, Gunnison, CO 81230
Mode: Offered on a regular basis each year; workshop
Time: 14 days, from 7/6/76 to 7/16/76; approximately 30 contact hrs., 20 preparation hrs., 50 total hrs.; daily; application deadline is 7/6/76
Methods: Audio tapes or cassettes, discussions, films, laboratory work, lectures, overhead projection, radio, reading materials, slides/filmstrips, TV or video tapes
Credit: Graduate credit (3)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $54; Board: $70; living accommodations available on campus for singles and couples
Entrance: BA,BS Degree
Preparation: Information not provided
Teacher: SUTPHIN, Ken, Media Specialist, Denver Public Schools
Descriptive: Brochure
Evaluation: By participants
Contact: John Garralda, Head Librarian, address and phone same as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Uses of media in the library/media center; types of equipment and materials; some work with preparation of media materials

MINNESOTA

THE MYTHIC IMAGE: MYTHOLOGY, FOLKLORE AND LIBRARIES

For: Librarians with MLS or more, Children Specialists, Operating Librarians without MLS; maximum 400

Sponsor: University of Minnesota, Library School,
419 Walter Library, Minneapolis, MN 55455
612-373-3100
With: Minneapolis Public Library and Information Center

At: Heritage Hall, Minneapolis Public Library and Information Center,
300 Nicollet Mall, Minneapolis, MN 55401

Mode: Once only; institute

Time: 2 days, from 4/1/76 to 4/2/76; approximately 16 total hrs.; daily; application deadline is 3/1/76

Methods: Audio tapes or cassettes, discussions, films, lectures, open questions, panel presentations, reading materials, slides/filmstrips, team teaching

Credit: No credit

Recognition: Public acknowledgement

Level: Advanced

Fees: Tuition: $25; list of hotels and restaurants and travel options available

Entrance: No requirements

Preparation: Readings prior to program

Teacher: CAMPBELL, Joseph,
MCDERMOTT, Beverly Brodsky,
MCDERMOTT, Gerald,
MCCLASKEY, Harris C., Associate Professor, Univ. of Minnesota

Descriptive: Brochure, bibliography

Evaluation: By participants

Contact: Joan H. Leigh, Assistant Professor, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Increase understanding of Mythology, Folklore and related library materials as related to library programming.

MINNESOTA

MANAGEMENT OF MEDIA IN LIBRARIES

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, from 6/12/76 to 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, laboratory work, open questions, reading materials, team teaching, hands-on experience
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition: $30 (MLA members), $45 (non-members); no information on living accommodations
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Media in libraries is explored from a practical point of view providing the librarian with basic knowledge and considerations to enable planning and implementing media programs in support of medical education. Emphasis is given to organization and management, storage and handling, cataloging and indexing, and acquisition. (Librarians who have attended this course at the National Medical Audiovisual Center should not apply for CE 16).

NEW JERSEY

ORGANIZATION OF NON-BOOK MATERIALS

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS

Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
210-932-7169

At: Bergen Community College,
Library and Learning Resource Center,
400 Paramus Road, Paramus, NJ 07652

Mode: Intermittent

Time: 16 days, from 1/26/76 to 5/17/76 and from 9/00/76 to 1/00/77; approximately 40 contact hrs., 50 preparation hrs., 100 total hrs.; weekly; application deadline is 1/15/76

Methods: Audio tapes or cassettes, discussions, films, lectures, laboratory work, on-site visits, overhead projection, panel presentations, reading materials, role-playing exercises, TV or video tapes

Credit: Graduate credit (3)

Recognition: Grade

Level: Intermediate

Fees: Tuition: $105; Other fees: $17; no information on living accommodations

Entrance: BA, BS, MLS Degree; work experience in school library or media center

Preparation: Information not provided

Teacher: JENKINS, David, Assistant Professor, Library Learning Resource Center, Bergen Community College

Descriptive: Brochure

Evaluation: By participants

Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor, supplied by participant

Objectives: Organization, selection, storage and retrieval, cataloging and classification of non-book materials. An updating including new production techniques.

NORTH CAROLINA

NON-PRINT MATERIALS
For: Clericals; Librarians with MLS or more,
Library Technicians, Operating Librarians without
MLS, Paraprofessionals, Administrators
Sponsor: North Carolina Library Association,
Continuing Education Committee, Public Libraries Sec.,
310 N. Tryon St., Charlotte, NC 28202
704-374-2660
With: North Carolina State Library
At: East Carolina Univ., Greenville, NC;
and Univ. of North Carolina at Asheville
Mode: Continuous, workshop
Time: 3 days from 2/3/76 to 2/5/76 and
from 4/13/76 to 4/15/76; approximately 20
contact hrs., 0 preparation hrs., 20 total hrs.;
application deadline is 11/21/75 (for Greenville)
Methods: Discussions, laboratory work,
personalized system of instruction(PSI),
team teaching
Credit: Continuing Education Units(2)
Recognition: Certificate
Level: Basic or beginner
Fees: Information not provided; living accommodations
on campus not available
Entrance: No requirements
Preparation: Information not provided
Teacher: MANGUM, Barry, Supervisor,
AV Services, Wake County Public Library,
Raleigh, NC
Descriptive: Brochure
Evaluation: By participants
Contact: Ms. Lloyd Childers, Div. of State Library,
109 E. Jones St., Raleigh, NC 27611
Placement: No
Special Materials: Supplied by sponsor
Objectives: Exposure to non-print materials and accompanying equipment; discussion of the uses, processing and circulation of non-print materials and related problems in public libraries; production experiences with photography, videotaping and slide/tape in hands-on sessions.

OKLAHOMA

INDEPENDENT CINEMA, TECHNIQUE AND USE BY LIBRARIES

For: Librarians with MLS or more
Sponsor: University of Oklahoma, School of Library Science,
401 W. Brooks, Room 120, Norman, OK 73069
405-325-3921
At: University of Oklahoma, School of LIbrary Science,
Norman, OK 73069
Mode: Once only
Time: 4 days, from 2/11/76 to 2/14/76;
approximately 24 contact hrs.; daily; no application deadline
Methods: Films
Credit: Graduate credit (1)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $20/credit hr.; living accommodations
on campus available for singles
Entrance: MLS Degree
Preparation: Information not provided
Teacher: BLEVINS, John, Audiovisual Consultant,
Oklahoma Department of Libraries, Oklahoma City, OK
Descriptive: Brochure
Evaluation: By participants
Contact: Off Campus Classes, 1700 Asp,
Norman, Oklahoma 73069
405-325-5101
Placement: No
Special Materials: Supplied by sponsor
Objectives: Information not provided

WISCONSIN

PHOTOGRAPHIC MATERIALS FOR INSTRUCTION

For: Paraprofessionals, Media Specialists
Sponsor: University of Wisconsin/Eau Claire,
Department of Library Science and Media Education,
Eau CLaire, WI 54701
715-836-2635
At: University of Wisconsin/Eau Claire,
Department of Library Science and Media Education,
Eau Claire, WI 54701
Mode: Intermittent; classroom presentation
Time: 16 days, from 1/19/76 to 5/21/76; approximately 48 contact hrs., 96 preparation hrs., 144 total hrs.; weekly; application deadline is 1/16/76
Methods: Audio tapes or cassettes, discussions, films, lectures, laboratory work, open questions, overhead projection, reading materials, slides/filmstrips
Credit: Undergraduate credit (3)
Recognition: None
Level: Basic or beginner
Fees: Tuition: $26.50/credit (resident); Board: $200/semester(double); Other fees: $33.50; living accommodations on campus available for singles and couples
Entrance: Have camera with adjustable lens and shutter speeds
Preparation: Information not provided
Teacher: GARBER, Jack, Assistant Professor, University of Wisconsin/Eau Claire
Descriptive: None
Evaluation: By participants
Contact: Dr. Glenn Thompson, same address and phone as above
Placement: No
Special Materials: Materials supplied by sponsor, camera supplied by participant
Objectives: State an instructional objective(s) and produce the photographic material(s) (prints, slides, movies, etc.) employing subject matter, composition, lighting, exposure and processing techniques, that will enable a viewer of those materials to achieve the stated objective(s).
Enabling Skills: develop film and print positives from the negatives; use camera controls to maximize instructional intent of picture; compose photographs for easy "reading" of the picture; take still and motion pictures using artificial and natural light sources; achieve visible detail in highlight and shadow areas of one picture; use lighting to isolate, reveal form and texture, set a mood, create impact and "paint" a subject; produce "live", time-lapse and animated 8mm films; duplicate color slides; produce color slides from Kodalith negatives or positives; produce filmstrips from slides; produce high contrast and continuous tone overhead tranparencies.

MEDICAL LIBRARIANSHIP

GEORGIA

MEDICAL LIBRARIANSHIP
For: Librarians with MLS or more, Operating Librarians without MLS, 5th year students; maximum number is 18
Sponsor: Emory University,
Div. of Librarianship, Atlanta, GA 30322
404-377-2411,x7671
At: Emory University, Atlanta, GA 30322
Mode: Offered on a regular basis each year; Classroom presentation
Time: 6 weeks from 6/21/76 to 7/30/76; approximately 40 contact hrs.; application deadline is 4/15/76
Methods: Information not provided
Credit: Graduate credit (5)
Recognition: Grade
Level: Information not provided
Fees: Tuition: $395; special rate available for practitioners; living accommodations available on campus
Entrance: BA,BS Degree
Preparation: Information not provided
Teacher: LIBBEY, Miriam Hawkins, Librarian, A. W. Calhoun Medical Library, Emory Univ.
Descriptive: Brochure
Evaluation: By instructor
Contact: A. V. Lawson, Director, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: An introduction to medical library resources and their use in medical education, medical research, and care of the patient. Survey of the health sciences literature and its bibliographical control, literature searching as an aid in medical investigation. Special application of library techniques, administrative organization, procedures, and practices in medical librarianship.

MEDICAL LIBRARIANSHIP

ILLINOIS

MEDICAL LITERATURE AND REFERENCE WORK

For: Librarians with MLS or more, including library school students (25)

Sponsor: University of Illinois,
Graduate School of Library Science,
Urbana, IL 61801
217-333-3280
With: Library of the Health Sciences,
UI Medical Center-Chicago

At: Library of the Health Sciences,
UI Medical Center, 1750 W. Polk St., Chicago, IL 60612

Mode: Continuous(2 hrs./day-M-F); offered on a regular basis each year; classroom presentation

Time: 19 days from 7/6/76 to 7/30/76; approximately 38 contact hrs., 80 preparation hrs., 150 total hrs.; daily; applicants accepted until maximum is reached

Methods: Discussions, lectures, on-site visits, problem sets and exercises, reading materials, guest speakers

Credit: Graduate credit (1)

Recognition: Grade, transcript

Level: Basic or beginner

Fees: Tuition: $88; Board varies; living accommodations available on campus for singles

Entrance: BA, BS Degree minimum; MLS maximum; should have had a course in science reference sources

Preparation: Information not provided

Teacher: HIRSCHFELD, Lorraine, Ms., Head of Information Services, Library of the Health Sciences, UI Medical Center

Descriptive: News release

Evaluation: By participants; internal system of evaluation

Contact: Richard E. Casper,
Univ. of Ill. at Chicago Circle,
P. O. Box 4348, Chicago, IL 60680
312-996-8560

Placement: No

Special Materials: Supplied by sponsor

Objectives: The purpose of this course is to prepare librarians to answer reference questions in the bio-medical sciences. After taking this course, a participant should be acquainted with the terminology of the health sciences, be able to select an appropriate bibliographical or reference tool in the health sciences for a given question, and to find the answer to that question, and be able to utilize effectively government documents, computerized retrieval systems, and audio-visual materials.

MEDICAL LIBRARIANSHIP

ILLINOIS

HEALTH SCIENCE LIBRARY MANAGEMENT

For: Librarians with MLS or more (25)
Sponsor: University of Illinois,
Graduate School of Library Science,
Urbana, IL 61801
217-333-3280
With: Library of the Health Sciences,
UI Medical Center, Chicago, IL 60612
At: Library of the Health Sciences,
UI Medical Center, 1750 W. Polk St.,
Chicago, IL 60612
Mode: Continuous(2 hrs. each day, M-F); classroom presentation
Time: 19 days from 7/6/76 to 7/30/76; approximately 38 contact hrs., 80 preparation hrs., 150 total hrs.; daily; applicants accepted until maximum is reached
Methods: Case study materials, discussions, lectures, on-site visits, reading materials
Credit: Graduate credit (1 unit)
Recognition: Grade, transcript
Level: Intermediate
Fees: Tuition: $88; Board varies; living accommodation available on campus for singles
Entrance: BA, BS Degree minimum; MLS preferred; employed in a health science library
Preparation: Information not provided
Teacher: PIZER, Irwin, Director,
Library of the Health Sciences,
UI Medical Center
Descriptive: news release
Evaluation: By participants; internal system of evaluation
Contact: Richard E. Casper,
Univ. of Ill. at Chicago Circle,
P. O. Box 4348, Chicago, IL 60680
312-996-8560
Placement: No
Special Materials: Supplied by sponsor
Objectives: The purpose of this course is to prepare persons for positions at the middle management level, in bio-medical or health science libraries. After a participant finishes this course, he/she should be able to formulate goals and functions of a health science library, assess its effectiveness, formulate a budget, administer a program of personnel development, hammer out policy guidelines, participate in cooperative programs, apply the principles of system analysis and flow charting, handle library communications, and contribute to the design of a new or remodelled building.

MINNESOTA

APPLICATION OF OPERATIONS RESEARCH TO LIBRARY DECISION-MAKING

For: Librarians with MLS or more, Administrators, Operating Librarians without MLS, Middle Managers; maximum 25
Sponsor: Medical Library Association, Division of Education, 919 N. Michigan Ave., Chicago, IL 60611 312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 2 days, from 6/12/76 to 6/13/76; approximately 14 contact hrs., 0 preparation hrs., 14 total hrs.; on demand; application deadline varies
Methods: Discussions, lectures, open questions, problem sets and exercises, reading materials, simulation methods
Credit: Continuing Education Units (1.4)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $60 (MLA members), $90 (non-members); availability of living accommodations varies
Entrance: MLA CE 18: Systems Analysis or equivalent
Preparation: Information not provided
Teacher: CHEN, Ching-Chih, Professor of Library Science, Simmons College
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This is a two-day mini-course designed specifically for librarians of medium and large size health sciences libraries. It is advisable that students who are planning to take this course have already been exposed to the basic concepts of systems analysis. No mathematical background is required although helpful. First day unit introduces the most basic concepts of probability and statistics and the formation of mathematical models and the general concept of operations research and its application to public systems in various decision making processes. Students will be given opportunities to do actual statistical exercises. Second day unit deals with the application of operations research techniques in health sciences library settings. Specific models will be introduced and their usefulness to librarians in terms of various administrative decisions will be discussed. Students will be asked to apply some models to their own library situations.

MEDICAL LIBRARIANSHIP

MINNESOTA

SYSTEMS ANALYSIS

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs.; approximate hours of student preparation time, 5; application deadline varies
Methods: Discussions, open questions, problem sets, simulation methods
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition $30 (MLA members), $45 (non-members); living accommodations vary
Entrance: No requirements
Preparation: Readings prior to program
Teacher: Chosen by MLA from roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: A new course intended to introduce uninitiated students to the terminology and concepts employed in the use of systems analysis techniques in the medical library setting. A syllabus will be sent in advance of the course to allow students to work out exercizes on a self-study basis. The tutorial session will be devoted to group interactions concerning applications of analytic techniques covered by the syllabus.

MINNESOTA

LITERATURE OF NURSING

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Technical Information Specialists, maximum 25

Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456

At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402

Mode: On demand; classroom presentation

Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies

Methods: Discussions, laboratory work, lectures, open questions, problem sets and exercises, reading materials

Credit: Continuing Education Units (.7)

Recognition: Certificate

Level: Basic or beginner

Fees: Tuition: $30 (MLA members), $45 (non-members); living accommodations vary

Entrance: No requirements

Preparation: Information not provided

Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience

Descriptive: Catalog, syllabus

Evaluation: By participants

Contact: Julie Virgo, Director of Education, MLA, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Upon completion of this course, health science librarians should be able to: discuss what nursing is, and discuss its definition in terms of the new nurse practice acts; describe the different education programs in nursing and the different kinds of libraries serving each; name the major nursing libraries and briefly describe their resources; name the major national nursing organizations and describe some publications of each; briefly trace the development of nursing literature as a function of nursing's professional development; name some acquisition tools, such as book lists, important for nursing materials; recognize principal reference materials for nursing or know ways to identify them; be able to discuss the usefulness of non-book materials for educational programs in nursing.

MEDICAL LIBRARIANSHIP

MINNESOTA

HEALTH SCIENCES LIBRARY BUILDINGS

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, lectures, open questions, overhead projection, problem sets and exercises, reading materials
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $30 (MLA members), $45 (non-members); living accommodations vary
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This course is intended for those actively planning a new library or remodeling an old one. The syllabus has been completely revised and updated, and it includes all phases of planning from early stages through completion. This course is concerned with planning the larger medical library facility, especially medical school libraries.

MINNESOTA

RECENT ADVANCES IN THE LITERATURE OF PHARMACY

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs; application deadline varies
Methods: Discussions, lectures, open questions, problem sets and exercises, reading materials
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $30 (MLA members), $45 (non-members); living accommodations vary
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director, Division of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Problem areas in the location of pharmaceutical information are studied. Selected standard pharmacy reference tools are covered, emphasizing drug nomenclature and product information, business and statistical information relating to the pharmaceutical industry, and the availability and use of various directories. A series of problems gives the student didactic experience in dealing with the complexities of pharmaceutical reference queries.

MINNESOTA

MATERIALS FOR THE HISTORY OF THE HEALTH SCIENCES

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs., application deadline varies
Methods: Discussions, lectures, open questions, reading materials
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $30 (MLA members), $45 (non-members); living accommodations vary
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: This course is designed to provide the student with an awareness of the variety of materials any retrospective collection might include and an awareness of some problems in their care and processing. Appropriate reference sources will be discussed and evaluated. The syllabus has been completely revised and updated, and the scope of the course has been expanded to include all the health sciences.

MINNESOTA

REVIEW OF THE LITERATURE OF DENTISTRY

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, lectures, open questions, problem sets and exercises, reading materials
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $30 (MLA members), $45 (non-members); living accommodations vary
Entrance: No requirements
Preparation: Information not provided
Teacher: Selected by MLA from roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: The student is presented with an overall survey of the literature of dentistry which includes both the major old and new reference sources as well as publications of historical and special interest to libraries. Through a series of problems, the student has the opportunity to use the various tools which are discussed and to develop his information finding techniques.

MINNESOTA

HUMAN FACTORS IN MEDICAL LIBRARY ADMINISTRATION

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers; maximum 25

Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456

At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402

Mode: On demand; classroom presentation

Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 3 preparation hrs., 10 total hrs.; application deadline varies

Methods: Case study materials, discussions, lectures, open questions, problem sets and exercises, reading materials, role-playing exercises, simulation methods

Credit: Continuing Education Units (.7)

Recognition: Certificate

Level: Information not provided

Fees: Tuition: $30 (MLA members), $45 (non-members); no information on living accommodations

Entrance: No requirements

Preparation: Readings prior to program

Teacher: MLA selects from a roster of instructors with subject expertise and teaching experience

Descriptive: Catalog, syllabus

Evaluation: By participants

Contact: Julie Virgo, Director of Education, same address and phone as above

Placement: No

Special Materials: None needed

Objectives: The student will be able to identify and discuss several theories in the area of human relationships and relate them to library situations. The student will be able to apply some of the principles discussed to specific situations as described in case studies. The student will use the technique of role-playing to increase his/her awareness of certain of these concepts.

MEDICAL LIBRARIANSHIP

MINNESOTA

GENERAL BIOMEDICAL REFERENCE TOOLS

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education, 919 N. Michigan Ave., Chicago, IL 60611 312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, lectures, open questions, problem sets and exercises, reading materials
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition: $30 (MLA members), $45 (non-members); living accommodations vary
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: An introductory course intended for personnel with limited training or experience. Basic reference works common to many health science libraries are examined.

MINNESOTA

PROBLEMS IN MEDICAL CATALOGING AND CLASSIFICATION
For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education, 919 N. Michigan Ave., Chicago, IL 60611 312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, lectures, open questions, problem sets and exercises, reading materials
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Intermediate
Fees: Tuition: $30 (MLA members), $45 (non-members); availability of living accommodations varies
Entrance: Work experience in cataloging/classification
Preparation: Materials to be brought
Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Varies
Objectives: This is a course for persons with some cataloging and classification experience. Topics to be covered include: International Standards for Bibliographic Description; problems; the use of the Tree Structures and the alphabetical MeSH; cataloging policies; and the future of NLM and OCLC as sources of cataloging information.

MINNESOTA

PLANNING HOSPITAL LIBRARY FACILITIES

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators; maximum 25

Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456

At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402

Mode: On demand; classroom presentation

Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; on demand; application deadline varies

Methods: Case study materials, discussions, open questions, overhead projection, problem sets and exercises, reading materials, slides/filmstrips

Credit: Continuing Education Units (.7)

Recognition: Certificate

Level: Information not provided

Fees: Tuition: $30 (MLA members), $45 (non-members); availability of living accommodations varies

Entrance: No requirements

Preparation: Information not provided

Teacher: Chosen by MLA from a roster of instructors with subject expertise and teaching experience

Descriptive: Catalog, syllabus

Evaluation: By participants

Contact: Julie Virgo, Director of Education, MLA, same address and phone as above

Placement: No

Special Materials: None needed

Objectives: The purpose of this course is to start the hospital librarian on a course of self-education to gain skills necessary for planning a new or remodeled library. Acquiring self-confidence and finding a power base are emphasized. Methods of gathering and organizing data and writing a building program are discussed, and each element of the library plan considered. An exercise in reconciling all requirements for space available is done by small groups at the end of the class.

MEDICAL LIBRARIANSHIP

MINNESOTA

MEDLINE AND THE HEALTH SCIENCE LIBRARIAN

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1 day, on 6/12/76 and 6/13/76; approximately 7 contact hrs., 0 preparation hrs., 7 total hrs.; application deadline varies
Methods: Discussions, laboratory work, open questions, team teaching, use of MEDLINE terminals
Credit: Continuing Education Units (.7)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition: $30 (MLA members), $45 (non-members); availability of living accommodations varies
Entrance: No requirements
Preparation: Information not provided
Teacher: Selected by MLA from roster of instructors with subject expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie Virgo, Director of Education, MLA, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: MEDLINE, The National Library of Medicine's interactive search system, is currently operational in about 150 medical libraries. Although additional ones will continue to be added to the MEDLINE network, it is not possible for all those wishing to join to do so. And yet the services of MEDLINE must be made available to all qualified health professionals. The purpose of this course is to explain how MEDLINE works, how its services may be used by all health science librarians, and how those librarians can better serve their vital role as the mediary between the requester and the MEDLINE system. Course participants will be given an opportunity to perform simple MEDLINE searches. Since enrollment must be limited, applications from MEDLINE analysts and other library personnel having access to MEDLINE in their own libraries will not be accepted for this course.

MEDICAL LIBRARIANSHIP

NEW JERSEY

MEDICAL AND HEALTH SCIENCES BIBLIOGRAPHY

For: Librarians with MLS or more
Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169
At: College of Medicine and Dentistry of New Jersey,
Health Science Library,
12th Ave. near Norfolk, Newark, NJ 07103
Mode: Intermittent, offered on a regular basis each year; classroom presentation
Time: 16 days, from 1/26/76 to 5/20/76 and from 9/9/76 to 1/14/77; approximately 40 contact hrs., 80 preparation hrs.; weekly; application deadline is 1/15/76
Methods: Discussions, laboratory work, lectures, overhead projection, reading materials, slides/filmstrips, computer terminal for data base searching
Credit: Graduate credit (3)
Recognition: Information not provided
Level: Intermediate
Fees: Tuition: $35/credit (resident), $50/credit (out-of-state); Other fees: $42; no information on living accommodations
Entrance: BA, BS, MLS Degree; work experience as Information Specialist; course work in Information Sources in Science and Technology or equivalent
Preparation: Materials to be brought
Teacher: SMITH, Reginald W., Associate Librarian, College of Medicine and Dentistry of New Jersey
Descriptive: Brochure
Evaluation: By participants
Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: The student will be able, in the subjects of medical, dental, pharmaceutical, nursing, and other health sciences, to: retrieve information from and have knowledge of the special literature of the fields; search computerized data bases; select, acquire, and utilize audio-visual materials.

MINORITIES, MATERIALS AND SERVICES FOR

TENNESSEE

RESEARCH PROGRAM IN ETHNIC STUDIES LIBRARIANSHIP

For: Librarians with MLS or more, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers, Media Specialists; total of 15 participants; Blacks, Spanish surnamed, Native Americans, Cuban Americans, Puerto Rican Americans and Whites recruited

Sponsor: Fisk University, Fisk University Library,
17th Ave. North, Nashville, TN 37203
615-329-9111,x207/208

At: Fisk University, Nashville, TN 37203

Mode: Continuous; Independent Study

Time: Up to 11 weeks(55 days) from 8/25/75 to 11/14/75; 35 contact hrs.; daily; application deadline is 8/2/75

Methods: Audio tapes or cassettes, discussions, lectures, panel presentations, reading materials, slides/filmstrips

Credit: Graduate credit (amount varies)

Recognition: Grade

Level: Advanced

Fees: None; no living accommodations available on campus

Entrance: MLS Degree, BA,BS Degree, mid-career or recent graduates

Preparation: Pre-test; selection of research topic

Teacher: SMITH, Jessie Carney, Dr., Univ. Librarian, Fisk University (program director)

Descriptive: Articles

Evaluation: By participants; by an expert; Internal system of evaluation

Contact: Dr. Jessie Carney Smith, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Specific behavioral objectives will be stated and restated for each researcher as the program progresses toward meeting its goal. The primary objectives of the research program as now envisioned are: Model research programs developed as a training mode for library personnel in academic, public and special libraries in areas surrounded by, or serving minority groups, will be completed during early weeks of the program; participants will develop the ability to identify and to interpret current critical issues in Ethnic Studies Librarianship for other members of the profession, for the public, and for various groups; participants will learn to identify areas in Ethnic Studies Librarianship in which research is needed and to conduct research activities at a level which will solve some of the problems of the profession; new approaches to training in Ethnic Studies Librarianship will be designed, tested, evaluated, and viewed in terms of potential for training in other aspects of Librarianship; participants will develop the ability to establish relationships between ethnic studies and other curricular activities, particularly those in areas of concern for minority groups, and to coordinate library programs and services with these programs; new techniques designed to motivate ethnic groups to identify informational needs and to take advantage of informational services will be developed and evaluated.

WASHINGTON, D.C.

PRISON LIBRARIANSHIP
For: Librarians with MLS or more, Administrators, Middle Managers, Trustees; maximum 25
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 115 Law School--Leahy Hall, Washington, DC 20064
Mode: Offered on a regular basis each year; classroom presentation
Time: 12 days, from 5/3/76 to 6/18/76; approximately 30 contact hrs., 75 preparation hrs., 105 total hrs.; bi-weekly; application deadline is 4/26/76
Methods: Discussions, lectures, reading materials
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $75/credit; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; Application fee: $10; living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Information not provided
Teacher: MCGUIRL, Marlene, Dr., Chief, Anglo-American Law Division, Library of Congress
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: This course should supply the student with a working knowledge of the correctional system, the process of criminal incarceration, the information necessary for setting up a prison library, and the needs of the incarcerated.

ILLINOIS

PUBLIC LIBRARY SERVICE
For: Operating Librarians without MLS, Trustees
Sponsor: Loyola University of Chicago,
Correspondence Study Division,
820 N. Michigan Ave., Chicago, IL 60611
312-670-3018
At: Not applicable
Mode: Home study or home study/group study
Time: From 3 months to 1 year;
approximately 66 preparation hrs.; application deadline is open
Methods: Problem sets and exercises, reading materials
Credit: Undergraduate credit (3)
Recognition: Grade, transcript
Level: Basic or beginner
Fees: Tuition: $70
Entrance: One year work experience
Preparation: Information not provided
Teacher: SHUBERT, Joseph, State Librarian of Ohio;
WRIGHT, Donald E., Evanston, IL, Public Librarian
Descriptive: Catalog
Evaluation: Information not provided
Contact: Mary L. McPartlin, Director,
Correspondence Study Division, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: The aim of the course is to give students a basic understanding of the several elements of public library service and to suggest ways for further study, particularly through reading.

NEW YORK

DEVELOPING DYNAMIC PUBLIC LIBRARY SERVICES RESPONSIVE TO COMMUNITY NEEDS

For: Clericals, Librarians with MLS or more,
Operating Librarians without MLS, Paraprofessionals, Trustees,
Public Library System or State Library Consultants
Sponsor: Syracuse University,
School of Information Studies, Syracuse, NY 13210
315-423-2911
At: Syracuse University, School of Information Studies,
Syracuse, NY 13210
Mode: On demand; institute
Time: 4 to 7 days; approximately 32-56 contact hrs.,
48-96 preparation hrs.; no application deadline
Methods: Discussions, laboratory work, lectures,
open questions, on-site visits, overhead projection,
reading materials, team teaching
Credit: No credit
Recognition: Certificate of participation
Level: Basic or beginner
Fees: To be arranged
Entrance: No requirements
Preparation: Materials to be brought
Teacher: GREER, Roger, Dr., Professor,
School of Information Studies, Syracuse University
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. Ruth Patrick, Coordinator of Continuing Education,
same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Participants will be able to learn to: construct a community profile; evaluate present library resources and services; develop and implement a long-range plan of services responsive to known needs in their own communities.

WISCONSIN

CONTINUING EDUCATION FOR PUBLIC LIBRARIANS

For: Librarians with MLS or more, Paraprofessionals, Operating Librarians without MLS, Administrators, Middle Managers, Trustees, Technical Information Specialists, Information Science Specialists, Media Specialists

Sponsor: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711
608-262-3566
With: Division for Library Services

At: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711

Mode: Offered on a regular basis each year; classroom presentation

Time: 7 days, from 11/11/76 to 5/12/77; approximately 14 contact hrs.; monthly; application deadline is 10/25/76

Methods: Audio tapes or cassettes, discussions, lectures, open questions

Credit: Continuing Education Units (1.4)

Recognition: None

Level: Public Librarians

Fees: Tuition: $21; no information on living accommodations

Entrance: No requirements

Preparation: Information not provided

Teacher: FULLER, Muriel L., Professor, UW/Madison, Library School

Descriptive: Brochure

Evaluation: By participants

Contact: Phyllis Weiss, same address and phone as above

Placement: No

Special Materials: Information not provided

Objectives: This series of ETN in-service training sessions has been set up to meet the needs of staff members in public libraries of all sizes. Course content is based on suggestions of public libraries who have participated in previous programs. Guest speakers will be included in the program series, followed by a question/answer period. Each session will be devoted to a specific topic.

ARIZONA

PUBLIC RELATIONS FOR LIBRARIES

For: Librarians with MLS or more, Paraprofessionals, Operating Librarians without MLS, Middle Managers
Sponsor: University of Arizona, Graduate Library School, 1515 E. First St., Tucson, AZ 85708 602-884-3565
At: University of Arizona, Graduate Library School, 1515 E. First St., Tucson, AZ 85708
Mode: Intermittent; workshop
Time: 5 days, from 4/7/76 to 5/5/76; approximately 15 contact hrs., 15 total hrs.; weekly; application deadline is 4/7/76
Methods: Discussions, laboratory work, lectures
Credit: Graduate credit (1)
Recognition: None
Level: Basic or beginner
Fees: Tuition: $32; no information on living accommodations
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: GOTHBERG, Helen, Dr., Assistant Professor, University of Arizona
Descriptive: Brochure, syllabus
Evaluation: External system of evaluation
Contact: Dr. Donald C. Dickinson, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: This workshop is designed to teach students how to develop a public relations program for any type of library. The activities will include audience analysis, program planning, writing a news release, preparing radio and television spots.

PUBLIC RELATIONS

CONNECTICUT

LIBRARY PUBLIC RELATIONS

For: Librarians with MLS or more, Administrators, Media Specialists
Sponsor: Alice Norton Public Relations,
Box 516, Ridgefield, CT 06877
203-438-4064
At: On demand
Mode: On demand; seminar
Time: 5 days; approximately 25-35 contact hrs., 50 preparation hrs., 75-90 total hrs.; weekly; application deadline varies
Methods: Audio tapes or cassettes, case study materials, discussions, field experience, films, laboratory work, lectures, open questions, on-site visits, panel presentations, reading materials, slides/filmstrips, telephone, TV or video tapes
Credit: Continuing Education Units (2-3), graduate credit (2-3), no credit option
Recognition: Grade, letter
Level: Intermediate
Fees: Information not provided
Entrance: Work experience in a library, in graduate library school
Preparation: Reading prior to program
Teacher: NORTON, Alice, Alice Norton Public Relations
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Alice Norton, same address and phone as above
Placement: Information not provided
Special Materials: Supplied by sponsor
Objectives: The seminar's goal is to help practicing librarians and graduate library school students learn what the management function public relations is (as it is successfully practiced by corporations and non-profit organizations) and how to plan, develop, and evaluate a library public relations program. The sessions will include how to survey attitudes and opinions of various publics (including library users and non-users), methods of communication with publics (including internal communication within a library), cooperative projects with other groups, special events, use of such mass media as the press and radio/TV, and methods of securing financial support.

PUBLIC RELATIONS

WASHINGTON, D.C.

SEMINAR ON PUBLIC RELATIONS FOR LIBRARY AND INFORMATION SERVICES
For: Librarians with MLS or more, Administrators, Middle Managers; maximum 20
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, Department of Library Science, 50 Caldwell Hall, Washington, DC 20064
Mode: Offered on a regular basis each year; seminar
Time: 5 days, from 7/10/76 to 8/14/76; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekends; application deadline is 7/1/76
Methods: Case study materials, discussions, lectures, reading materials, telephone
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $75/credit hr.; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; application fee: $10; living accommodations oc campus available for singles
Entrance: MLS Degree, BA, BS Degree
Preparation: Information not provided
Teacher: NORTON, Alice, public relations consultant
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: To enlarge the student's vision of what a superior public relations program is. Upon successful completion of the course, students should be able to: specify elements of a public relations program; demonstrate through a written or verbal presentation how a public relations program can be implemented; evaluate the effectiveness of a public relations program; relate current research findings to the implementation of a public relations program.

PUBLISHING

COLORADO

WESTERN SEMINAR IN PUBLISHING, AND EDITING WORKSHOP
For: Those interested in publishing and editing; maximum 75
Sponsor: University of Denver,
Graduate School of Librarianship, Denver, CO 80210
303-753-3268
At: Graduate School of Librarianship,
University of Denver, Denver, CO 80210
Mode: Continuous, offered on a regular basis each year beginning in 1976; classroom presentation, seminar, workshop
Time: 20 days, from 7/12/76 to 8/6/76; approximately 135 contact hrs.; daily; application deadline to be decided
Methods: To be decided
Credit: Audit (6), graduate credit (6), no credit option
Recognition: Certificate
Level: Information not provided
Fees: Tuition: $500; Board: $399; Application: $25; living accommodations on campus available for singles and couples
Entrance: BA, BS Degree; work experience in publishing or writing
Preparation: Readings prior to program
Teacher: GEISER, Elizabeth, former Vice President, Bowker Co.; PRAEGER, Frederick, President, Westview Press; DOLID, Arnold, former Vice president and Editor-in-Chief, Praeger Publishers, Director of workshop; plus 20 distinguished publishers, bookmen, editors, etc.
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Dean, Graduate School of Librarianship, Univ. of Denver, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Under the tutelage of approximately twenty nationally known publishers, bookmen, and editors, participants ill examine all important facets of publishing and editing for a wide variety of publishing ventures. Through a combination of seminar discussions and workshop activities, existing skills can be enhanced and career interests and abilities can be explored.

COLORADO

FINANCE, BUSINESS, STATISTICS
For: No target audience
Sponsor: Special Libraries Association, Education Committee,
235 Park Ave., South, New York, NY 10003
212-777-8136
At: Convention Center, Denver, CO
Mode: On demand
Time: 1 day, on 6/6/76; approximately 6 contact hrs.; annually; application deadline is 5/7/76
Methods: Information not provided
Credit: No credit
Recognition: Certificate
Level: Basic or beginner
Fees: Other fees: $50 (SLA members), $60 (non-members); no information on living accommodations
Entrance: No requirements
Preparation: None
Teacher: CONROY, Barbara, Consultant;
JONES, Barbara S., Consultant
Descriptive: Brochure, news releases, information in March, 1976, issue of Special Libraries
Evaluation: By participants
Contact: John Rock, same address and phone as above
Placement: No
Special Materials: Materials supplied by teachers, equipment supplied by sponsor
Objectives: For beginners in business and finance OR advanced librarians in other subject areas who need business, financial or statistical information.

COLORADO

UTILIZATION OF SOCIAL SCIENCE DATA BASES

For: Librarians with MLS or more, Technical Information Specialists, Information Science Specialists, Media Specialists
Sponsor: University of Denver,
Graduate School of Librarianship, Denver, CO 80210
303-753-2557
At: Graduate School of Librarianship,
University of Denver, Garden Level, Cherrington Hall,
Denver, CO 80210
Mode: Continuous; workshop
Time: 5 days, from 6/14/76 to 6/18/76; approximately 25 contact hrs., 30 preparation hrs., 55 total hrs.; daily; application deadline is 5/1/76
Methods: Computer-assisted instruction, discussions, laboratory work, lectures, overhead projection, programmed instruction, problem sets and exercises, simulation methods, team teaching, TV or video tapes
Credit: Audit (2), graduate credit (2), credit toward Post-MLS certificate (2)
Recognition: Grade, letter
Level: Intermediate
Fees: Tuition: $140; Board: varies; living accommodations on campus available for singles and couples
Entrance: MLS Degree
Preparation: Prior study of specific social science reference tools
Teacher: FOYLE, James, Assistant Dean;
HEER, Phil, Assistant Professor;
BEELER, Richard, Reference Librarian;
all from the University of Denver
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Dean, Graduate School of Librarianship,
University of Denver, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Participants will determine reference uses of specific social science data bases (CIS, ASI, Social Science Citation Index, PSYCH ABSTR, ERIC, INFORM, etc.), develop search strategies for SDC and/or LOCKHEED DIALOGUE searching, perform on-line interactive searches and assess results.

REFERENCE

ILLINOIS

REFERENCE WORK
For: Operating Librarians without MLS
Sponsor: Loyola University of Chicago,
Correspondence Study Division,
820 N. Michigan Ave., Chicago, IL 60611
312-670-3018
At: Not applicable
Mode: Home study or home study/group study
Time: From 3 to 12 months; application deadline is open
Methods: Problem sets and exercises, reading materials
Credit: Undergraduate credit (3)
Recognition: Grade, transcript
Level: Intermediate
Fees: Tuition: $70
Entrance: Two years of experience in library and information science field
Preparation: Information not provided
Teacher: FRY, Roy, Circulation Librarian,
Loyola University Libraries, Chicago, IL 60611
Descriptive: Catalog
Evaluation: Information not provided
Contact: Mary L. McPartlin, Director,
Correspondence Study Division, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: The course introduces the student to the various tools of the librarian, to the use of more common reference books including indices and government publications with practice in the use of reference works.

NEW YORK

COMPUTER-BASED REFERENCE SERVICES
For: Librarians with MLS or more, Information Science Specialists
Sponsor: Syracuse University, School of Information Studies,
113 Euclid, Syracuse, NY 13210
315-423-2911
At: Syracuse University, School of Information Studies,
113 Euclid, Syracuse, NY 13210
Mode: Continuous; workshop
Time: 10 days, from 6/14/76 to 6/25/76; approximately 45-60 contact hrs., 40 preparation hrs., 100 total hrs.; daily; application deadline is 5/1/76
Methods: Discussions, field experience, laboratory work, lectures, open questions, on-site visits, overhead projection, panel presentations, Personalized System of Instruction (PSI), problem sets and exercises, reading materials, role-playing exercises, TV or video tapes
Credit: Graduate credit
Recognition: Grade
Level: Intermediate
Fees: Not available at this time; living accommodations on campus available for singles and couples
Entrance: Introductory cataloging and reference
Preparation: Information not provided
Teacher: ATHERTON, Pauline, Professor, Syracuse University, School of Information Studies
Descriptive: Brochure
Evaluation: By participants, internal system of evaluation
Contact: Robert S. Taylor, Dean, same address and phone as above
Placement: Yes
Special Materials: Supplied by sponsor
Objectives: Working knowledge of the most prevalent data bases (bibliographic) and retrieval systems available today for online, computer-based bibliographic literature searching; intermediate skill at pre-search interviewing, search negotiation, strategy, and evaluation of results; awareness of administrative considerations surrounding this innovative information service.

REFERENCE

NORTH CAROLINA

REFERENCE TOOLS AND TECHNIQUES
For: Library Technicians, Operating Librarians without MLS, Paraprofessionals
Sponsor: North Carolina Library Association, Continuing Education Committee, Public Libraries Sec.,
310 N. Tryon St., Charlotte, NC 28202
704-374-2660
With: North Carolina State Library
At: East Carolina Univ. (Greenville); and Univ. of North Carolina at Asheville
Mode: Continuous; classroom presentation, workshop
Time: 3 days, from 3/3/76 to 3/5/76 and from 5/11/76 to 5/13/76; approximately 20 contact hrs., 0 preparation hrs., 20 total hrs.; application deadline is 11/21/75 (for Greenville)
Methods: Discussions, laboratory work, open questions, problem sets and exercises, team teaching
Credit: Continuing Education Units (2)
Recognition: Certificate
Level: Basic or beginner
Fees: Information not provided; no living accommodations available on campus
Entrance: No requirements
Preparation: Information not provided
Teacher: SUTTON, Judith; FULLBRIGHT, Nancy; WILLIAMS, Jane; team taught
Descriptive: Brochure
Evaluation: By participants
Contact: Ms. Lloyd Childers, Div. of State Library,
109 E. Jones St., Raleigh, NC 27611
919-829-2570
Placement: No
Special Materials: Supplied by sponsor
Objectives: Description and examination of reference tools; discussion of reference techniques, interviews, and search strategies; development of reference techniques by working with assigned topics.

WISCONSIN

USE OF COMPUTERIZED DATA BASES IN LIBRARY REFERENCE AND INFORMATION SERVICES

For: Librarians with MLS or more,
Operating Librarians without MLS
Sponsor: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
608-263-2900
At: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
Mode: Continuous; classroom presentation
Time: 20 days, from 7/19/76 to 8/13/76;
approximately 40 contact hrs., 100 preparation hrs.; daily;
application deadline is 6/1/76
Methods: Case study materials, discussions, lectures, on-site visits
Credit: Audit (0), graduate credit (3),
credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Intermediate
Fees: Not yet set; no information on living accommodations
Entrance: BA, BS Degree; basic reference courses
Preparation: Information not provided
Teacher: WALKER, Richard D., Associate Professor,
Univeristy of Wisconsin/Madison, Library School
Descriptive: Brochure, not ready yet
Evaluation: Not decided yet
Contact: Mrs. Phyllis Boyle, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Information not provided

WISCONSIN

INSTRUCTION IN THE USE OF THE LIBRARY
For: Librarians with MLS or more,
Operating Librarians without MLS
Sponsor: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
608-263-2900
At: Univeristy of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
Mode: Continuous; classroom presentation
Time: 20 days, from 7/19/76 to 8/13/76;
approximately 40 contact hrs., 100 preparation hrs.; daily;
application deadline is 6/1/76
Methods: Discussions, films, lectures, on-site visits,
reading materials, slides/filmstrips
Credit: Audit (0), graduate credit (3),
credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Intermediate
Fees: Not yet determined; living accommodations on campus
available for singles and couples
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: Not yet named
Descriptive: Brochure, not yet prepared
Evaluation: Not yet decided
Contact: Mrs. Phyllis Boyle, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Information not provided

WASHINGTON, D.C.

MICROGRAPHIC TECHNOLOGY

For: Librarians with MLS or more, Administrators, Middle Managers, Media Specialists; maximum 25

Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085

At: The Catholic University of America, Department of Library Science, Washington, DC 20064

Mode: Intermittent, offered on a regular basis each year; classroom presentation

Time: 14 days, from 9/5/76 to 12/20/77; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekly; application deadline is 8/1/76

Methods: Films, laboratory work, reading materials

Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)

Recognition: Grade

Level: Advanced

Fees: Tuition: $100/credit hr.; Board: varies; living accommodations on campus available for singles

Entrance: MLS Degree, BA, BS Degree

Preparation: Information not provided

Teacher: SPEER, Jack, Dr., Director of Library Information Systems, Informatics, Inc.

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256

Placement: Information not provided

Special Materials: Information not provided

Objectives: The course is designed to enable librarians to understand the relevant technology and make correct decisions on purchase and use of equipment. Upon successful completion on the course, students should be able to: recognize and describe reprographic devices, media, and techniques used in information processing; apply criteria for evaluation and select appropriate systems and methods; design an effective microform system.

REPROGRAPHY

OKLAHOMA

MICROFORMS
For: Librarians with MLS or more
Sponsor: University of Oklahoma, School of Library Science,
401 W. Brooks, Room 120, Norman, OK 73069
405-325-3921
At: University of Oklahoma, School of Library Science,
Room 120, Bizzell Library, 401 W. Brooks, Norman, OK 73069
Mode: Once only; classroom presentation
Time: 4 days, from 3/8/76 to 3/11/76; approximately 32 contact hrs.; daily; no application deadline
Methods: On-site visits
Credit: Graduate credit (2)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $20/credit; living accommodations on campus available for singles
Entrance: MLS Degree
Preparation: Information not provided
Teacher: HEWEY, Dell, Instructor,
School of Library Science, University of Oklahoma
Descriptive: Articles
Evaluation: By participants
Contact: Off Campus Classes, 1700 Asp, Norman, OK 73069
405-325-5101
Placement: No
Special Materials: Supplied by sponsor
Objectives: The goal of this course will be to familiarize each student with the software and hardware in the field of microform. After completing the course, the student should be able to successfully manipulate many of the microform machines and will have pertinent information in hte areas covered: who the well known micropublishers are; which companies produce micromachines; what publications are devoted to microforms; what organizations are devoted to the field of microforms; what material is available on microform; Computer Output Microfilm.

COLORADO

EDUCATIONAL MEDIA-THEORY AND PRACTICE

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals

Sponsor: University of Colorado,
Division of Continuing Education,
970 Aurora, Boulder, CO 80309
303-492-7411

At: University of Colorado,
970 Aurora, Boulder, CO 80309

Mode: On demand; television or TV/classroom

Time: 15-30 min. VTR's plus 3 Saturday meetings; approximately 20 contact hrs., 20 preparation hrs., 40 total hrs.; on demand; no application deadline

Methods: Discussions, diagnostic tests, field experience, films, laboratory work, lectures, on-site visits, overhead projection, picture boards, problem sets and exercises, reading materials, slides/filmstrips, TV or video tapes

Credit: Audit (0), graduate credit (3), Continuing Education Units (4)

Recognition: Certificate

Level: Intermediate

Fees: Tuition: $90; no information on living accommodations

Entrance: BA, BS (if for grad. credit)

Preparation: Readings prior to program, pre-test

Teacher: DEKIEFFER, Robert, Dr., Professor of Education, Univ. of CO

Descriptive: Brochure, syllabus

Evaluation: Internal system of evaluation

Contact: Clay N. Berg, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor, supplied by participant

Objectives: The students will know the vocabulary and concepts of media use. They will become proficient in operating the hardware and producing software. The students will develop a learning unit which applies these concepts and utilizes the appropriate machines and materials.

COLORADO

ADVANCED MEDIA

For: Librarians with MLS or more, Media Specialists; maximum 30
Sponsor: University of Denver, Graduate School of Librarianship,
Denver, CO 80210
303-753-2557
At: Graduate School of Librarianship,
University of Denver, Denver, CO 80210
Mode: Continuous; classroom presentation
Time: 12 days, from 7/5/76 to 7/16/76; approximately 30 contact hrs., 60 preparation hrs.; daily; application deadline is 5/1/76
Methods: Lectures, open questions, on-site visits, overhead projection
Credit: Audit (3), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade, letter
Level: Advanced
Fees: Tuition: $210; Board: varies; living accommodations on campus available for singles and couples
Entrance: MLS Degree; or currently employed as a media specialist
Preparation: Information not provided
Teacher: WALDMANN, Eugene, Dr., Adjunct Professor
Descriptive: Brochure, in preparation
Evaluation: Internal system of evaluation
Contact: Dean, Graduate School of Librarianship, University of Denver, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Participants will develop a management system which will build necessary data for inventory control, user services, budget preparation, servicing and replacement of equipment, etc. Dealer selection, bid preparation, equipment evaluation, and other general selection, acquisition, and maintenance problems will be studied.

SCHOOL/MEDIA LIBRARIANSHIP

COLORADO

WORKSHOP: NON-PRINT PROCESSING FOR LIBRARY MEDIA CENTERS
For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Media Specialists; Maximum number accepted: 100
Sponsor: Western State College, Library Science, Gunnison, CO 81230
303-943-2053
At: Western State College, Gunnison, CO 81230
Mode: Offered on a regular basis; workshop
Time: 14 days; from 7/19/ to 7/30/76; approximately 30 contact hrs., 20 preparation hrs., 50 total hrs.; daily; application deadline is 7/19/76
Methods: Laboratory work, lectures, overhead projection, problem sets and exercises
Credit: Graduate credit (3 q.h.); Undergraduate credit (3 q.h.)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $54; Board: $70; Living accommodations available on campus for singles and couples
Entrance: None
Preparation: Information not provided
Teacher: To be selected
Descriptive: Brochure
Evaluation: By participants
Contact: John Garralda, Head Librarian, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Processing, cataloging, circulation, and storage of a variety of non-print audiovisual material found in a Library Media Center

SCHOOL/MEDIA LIBRARIANSHIP

MICHIGAN

INSTRUCTIONAL DEVELOPMENT IN LIBRARIES
For: Media Specialists
Sponsor: Central Michigan University, Department of L-brary Science,
Mt. Pleasant, MI 48859
517-774-3630
At: Central Michigan University,
Department of Library Science, Mt. Pleasant, MI 48859
Mode: Workshop
Time: 30 days, from 6/22/76 to 8/13/76;
approximately 20 contact hrs., 10 preparation hrs.; daily;
application deadline is 6/21/76
Methods: Lectures
Credit: Graduate credit
Recognition: Grade
Level: Intermediate
Fees: Information not provided
Entrance: BA, BS Degree
Preparation: None
Teacher: PEARSON, Robert H., Professor,
Central Michigan University
Descriptive: None
Evaluation: Internal system of evaluation
Contact: Dr. Robert H. Pearson, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: The learner will identify and use the element of the library/media center which support the curriculum. The learner will participate in the use of media for recreational needs. The learner will be able to use media for professional development.

NEW JERSEY

MEDIA CENTER ADMINISTRATION

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS; maximum 30
Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New BRunswick, NJ 08903
201-932-7169
At: Lenape Regional High School, Media Center,
Church and Hartford Roads, Medford, NJ 08055
Mode: On demand; classroom presentation
Time: 10 days, from 1/27/76 to 4/6/76; approximately 25 contact hrs., 30 preparation hrs., 60 total hrs.; weekly; application deadline is 1/15/76
Methods: Case study materials, discussions, diagnostic tests, field experience, films, lectures, on-site visits, overhead projection, panel presentations, reading materials, role-playing exercises, simulation methods, slides/filmstrips, TV or video tapes
Credit: Graduate credit (2)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $70; Other fees: $17; no information on living accommodations
Entrance: BA, BS, MLS Degree; 1 year work experience in school library or media center
Preparation: Information not provided
Teacher: PENNYPACKER, Arabelle, Supervisor, Library Services, Lenape Regional High School District
Descriptive: Brochure
Evaluation: By participants
Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: Current trends and practices in decision making process for program development and administration of school media center. Problem centered. Issues of finance, facilities, personnel, acquisition, interlibrary cooperation re-examined.

SCHOOL/MEDIA LIBRARIANSHIP

NEW JERSEY

THE SYSTEM MEDIA CENTER

For: Librarians with MLS or more; maximum 20

Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169

At: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903

Mode: Continuous; classroom presentation

Time: 15 days, from 7/19/76 to 8/6/76; approximately 37 1/2 contact hrs., 40 preparation hrs., 80 total hrs.; daily; application deadline is 6/15/76

Methods: Audio tapes and cassettes, case study materials, discussions, films, lectures, open questions, overhead projection, reading materials, role-playing exercises, TV or video tapes

Credit: Graduate credit (3)

Recognition: Information not provided

Level: Advanced

Fees: Tuition; living accommodations on campus available for singles

Entrance: BA, BS, MLS Degree; 2 years work experience as school media specialist or school librarian; or media degree

Preparation: Information not provided

Teacher: SWANSON, Mary Ann, Supervisor of Media Services, Evanston Township High School, IL

Descriptive: Brochure

Evaluation: By participants

Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Problem centered study of organization, management, services of a central media center of a school system which is responsible for co-ordinating services of member schools; development of program; finance, personnel administration and other management strategies and theories.

NEW YORK

NON-PRINT CLASSIFICATION SCHEMES FOR SCHOOL MEDIA SPECIALISTS

For: Librarians with MLS or more, Administrators, Operating Librarians without MLS, Media Specialists

Sponsor: State University of New York at Albany,
School of Library and Information Science,
Washington Ave., Albany, NY 12222
518-457-8575

At: State University of New York at Albany,
School of Library and Information Science, Rm. 83,
Washington Ave., Albany, NY 12222

Mode: Intermittent; classroom presentation

Time: 5 days, from 3/10/76 to 4/7/76; approximately 15 contact hrs., 30 preparation hrs., 45 total hrs.; weekly; application deadline is 3/10/76

Methods: Case study materials, discussions, lectures, overhead projection

Credit: Graduate credit (1)

Recognition: Grade

Level: Intermediate

Fees: Tuition: $40; living accommodations on campus not available

Entrance: BA, BS Degree

Preparation: Information not provided

Teacher: HALSEY, Richard, Associate Professor, State University of New York at Albany

Descriptive: Brochure

Evaluation: Internal system of evaluation

Contact: Lucille Whalen, Associate Dean, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Upon completion of the course, each participant will be able to do the following: list the necessary elements of an exemplary classification scheme for non-print materials; evaluate applicability of any new classification for their own media center operation; determine which shelf arrangements are most effective from the vantage point of the students, teachers, administrators they serve; recognize whether or not integrated shelving is a viable solution within the context of their operation; enumerate four or more flaws within an existing shelf arrangement in a local school media center or system devised by the instructor.

NEW YORK

CREATIVE LIBRARY MEDIA PROGRAMMING IN TIMES OF FINANCIAL CUTBACK

For: Media Specialists, School Media Specialists, School Administrators

Sponsor: Syracuse University, School of Information Studies,
Syracuse, NY 13210
315-423-2911
With: School of Education, Syracuse University

At: Hotel Syracuse, Syracuse, NY 13201

Mode: Once only; workshop

Time: 1 day, on 3/26/76; approximately 6 contact hrs.; application deadline is 3/19/76

Methods: Discussions, panel presentations

Credit: No credit

Recognition: None

Level: Intermediate

Fees: Tuition: $17, $5 (for students); no information on living accommodations

Entrance: No requirements

Preparation: Information not provided

Teacher: DANIEL, Evelyn, Dr., Keynote Speaker, Graduate Library School, University of Rhode Island

Descriptive: Information not provided

Evaluation: By participants

Contact: Dr. Ruth Patrick, Coordinator of Continuing Education, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: To provide school administrators and school library media specialists with an annual update on the latest developments in their field. Participants will be able to identify nad learn new ways of: maximizing financial, human, and technical resources; creative library media programming in specific subject areas such as social studies, science, math, and reading.

OHIO

SPRING SCHOOL LIBRARY WORKSHOP

For: Clericals, Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Media Specialists
Sponsor: Kent State University, School of Library Science, Kent, Ohio 44242
With: Cuyahoga County Public Library
At: Kent State University, School of Library Science, Kent, Ohio 44242
Mode: Continuous, offered on a regular basis each year; workshop
Time: 2 days, from 5/7/76 to 5/8/76; approximately 10 total hrs.; yearly; application deadline is 4/25/76
Methods: Discussions, films, panel presentations
Credit: No credit
Recognition: None
Level: Basic or beginner
Fees: Total fees: $15.00; living accommodations on campus available for singles and couples
Entrance: No requirements
Preparation: None
Teacher: JACKSON, Clara O., Associate Professor, Kent State University
Descriptive: Brochure
Evaluation: No evaluation
Contact: Clara O. Jackson, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: To assist participants in identifying the "State of the Art" in media programs and the major forces which will influence the direction of change in the coming 25 years; to aid the participants in recognizing potential future uses of available technology (especially video) in shaping tomorrow's programs.

OHIO

SUMMER INSTITUTE FOR SCHOOL MEDIA SPECIALISTS

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS; maximum 300
Sponsor: Kent State University, School of Library Science,
Kent, Ohio 44242
216-672-2782
At: Kent State University, School of Library Science,
Kent, Ohio 44242
Mode: Continuous, offered on a regular basis each year; institute
Time: 7 days, from 8/1/76 to 8/7/76; approximately 42 contact hrs., 20 preparation hrs., 62 total hrs.; yearly; application deadline is 7/15/76
Methods: Case study materials, discussions, films, panel presentations, reading materials, outside resource people
Credit: Graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Information not provided
Level: Intermediate
Fees: Information not provided; living accommodations on campus available for singles and couples
Entrance: BA, BS Degree
Preparation: Readings prior to program
Teacher: BIAGINI, Mary Kay, Assistant Professor, Kent State University, School of Library Science
Descriptive: Brochure
Evaluation: By participants
Contact: Mary Kay Biagini, same address and phone as above
Placement: Information not provided
Special Materials: Supplied by sponsor
Objectives: Each year's program has a specific theme with supporting objectives. This year's theme has not yet been set.

WISCONSIN

THE PROTECTION OF YOUTH--THE SELECTION OF MATERIALS

For: Librarians with MLS or more,
Operating Librarians without MLS
Sponsor: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
608-263-2900
With: University of Wisconsin Extension, Department of Communication
At: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
Mode: Continuous; institute
Time: 5 days, from 6/14/76 to 6/18/76;
approximately 30 contact hrs., 0 preparation hrs., 30 total hrs.;
daily; application deadline is undetermined
Methods: Case study materials, discussions, films, lectures,
panel presentations, reading materials, TV or video tapes
Credit: Graduate credit (1), credit toward Post-MLS certificate (1),
no credit option
Recognition: Grade
Level: Intermediate
Fees: Undetermined; living accommodations on campus available
for singles and couples
Entrance: No requirements
Preparation: Information not provided
Teacher: WOODWORTH, Mary L., Associate Professor,
University of Wisconsin/Madison, Library School
Descriptive: Brochure, not ready yet
Evaluation: By participants
Contact: Mary L. Woodworth, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Information not provided

WISCONSIN

SUPERVISION OF SCHOOL LIBRARY/MEDIA CENTERS AND SYSTEMS

For: Librarians with MLS or more, Adminsitrators, Operating Librarians without MLS, Middle Managers, Media Specialists
Sponsor: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
608-263-2900
At: University of Wisconsin/Madison, Library School,
Helen White Hall, Madison, WI 53706
Mode: Continuous; classroom presentation
Time: 20 days, from 7/19/76 to 8/13/76; approximately 40 contact hrs., 100 preparation hrs.; daily; application deadline is 6/1/76
Methods: Discussions, films, lectures
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Not yet set
Entrance: BA, BS Degree; basic school library/media center course
Preparation: Information not provided
Teacher: WOODWORTH, Mary L., Associate Professor, University of Wisconsin/Madison, Library School
Descriptive: Brochure, not yet prepared
Evaluation: Not yet decided
Contact: Mrs. Phyllis Boyle, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Information not provided

WISCONSIN

CONTINUING EDUCATION FOR SCHOOL LIBRARIANS

For: Librarians with MLS or more, Library Technicians, Operating Librarians without MLS, Paraprofessionals, Administrators, Middle Managers, Media Specialists, Technical Information Specialists, Information Science SPecialists

Sponsor: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711
608-262-3566
With: Division for Library Services

At: University of Wisconsin/Extension,
Department of Communication Programs,
610 Langdon St., Madison, WI 53711

Mode: Offered on a regular basis each year; classroom presentation

Time: 6 days, from 10/5/76 to 12/14/76; approximately 12 contact hrs., 0 preparation hrs., 12 total hrs.; application deadline is 9/25/76

Methods: Discussions, lectures, open questions, panel presentations

Credit: Continuing Education Units (1.2)

Recognition: Letter

Level: School Librarians

Fees: Tuition: $17; no information on living accommodations

Entrance: No requirements

Preparation: Information not provided

Teacher: FULLER, Muriel L.,
Univ. of Wis./Ext., Dept. of Communication Programs

Descriptive: Brochure

Evaluation: By participants

Contact: Phyllis Weiss, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: This series concentrates on problems in the school program, and is aimed directly at personnel working in school libraries and instructional materials centers. Each session will focus on some aspect of the school library program.

ILLINOIS

BOOK SELECTION

For: Operating Librarians without MLS
Sponsor: Loyola University of Chicago,
Correspondence Study Division,
820 N. Michigan Ave., Chicago, IL 60611
312-670-3018
At: Not applicable
Mode: Home study or home study/group study
Time: From 3 to 12 months; application deadline is open
Methods: Case study materials, problem sets and exercises, reading materials
Credit: Undergraduate credit (3)
Recognition: Grade, transcript
Level: Intermediate
Fees: Tuition: $70
Entrance: Two years of experience in library and information science field
Preparation: Information not provided
Teacher: MIYA, Mary Ann, Bibliographer, Cudahy Library, Loyola University
Descriptive: Catalog
Evaluation: Information not provided
Contact: Mary L. McPartlin, Director,
Correspondence Study Division, same address and phone as above
Placement: Information not provided
Special Materials: Information not provided
Objectives: This course aims to guide in the selection of books and other materials and the planned development of the library collection. The course includes practice in the use of standard book selection tools and a guide to evaluation of library collections.

SELECTION AND ACQUISITION OF LIBRARY MATERIALS

MICHIGAN

BUILDING LIBRARY COLLECTIONS

For: Clericals (2), Operating Librarians without MLS (5), Paraprofessionals (2), Library Users (6), persons working toward MLS (6)

Sponsor: Western Michigan University,
School of Librarianship, Division of Continuing Education,
Kalamazoo, MI 49008
616-383-1860
With: The University Consortium Center

At: The University Consortium Center,
105 N. Division, Grand Rapids, MI 49502

Mode: Intermittent; classroom presentation

Time: From 1/20/76 to 4/20/76; approximately 39 contact hrs., 112 preparation hrs.; weekly; application deadline is 1/8/76

Methods: Audio tapes or cassettes, case study materials, discussions, films, games, lectures, overhead projection, reading materials, role-playing exercises

Credit: Audit; Graduate credit (3)

Recognition: Grade

Level: Basic or beginner

Fees: Tuition: $41 per semester credit;
Application fee: $10; living accommodations on campus not available

Entrance: BA, BS Degree

Preparation: Information not provided

Teacher: SMITH, William K., Assistant Professor,
School of Librarianship, Western Michigan Univ.

Descriptive: Brochure, syllabus

Evaluation: By participants

Contact: Nancy Dunning, Division of Continuing Education,
Western Michigan University, Kalamazoo, MI 49004
616-383-1860

Placement: Information not provided

Special Materials: Supplied by sponsor

Objectives: To introduce the student to the theory, principles and techniques of building and administering library collections, including the identification, evaluation, selection, acquisition, organization, preservation and dissemination of information; and to acquaint him with methods for building and administering these collections. In order to achieve this goal, students will be able to: discuss the identifying characteristics and formats of library materials; identify reliable bibliographic tools and reference sources by subject and user; identify and use basic bibliographic tools of evaluation and selection for building library collections; apply the principles of classification and cataloging basic to the construction, maintenance, and use of library catalogs; apply techniques of effective reference and reader advisory services; evaluate materials according to accepted standards.

SELECTION AND ACQUISITION OF LIBRARY MATERIALS

NEW YORK

ACQUISITION OF FOREIGN MATERIALS

For: Operating Librarians without MLS, Administrators, Middle Managers, Information Science Specialists

Sponsor: State University of New York at Albany,
School of Library and Information Science,
Washington Ave., Albany, NY 12222
518-457-8575

At: State University of New York at Albany,
School of Library and Information Science, Rm. 83,
Washington Ave., Albany, NY 12222

Mode: Intermittent; classroom presentation

Time: 5 days, from 3/8/76 to 4/5/76; approximately 15 contact hrs., 30 preparation hrs., 45 total hrs.; weekly; application deadline is 3/1/76

Methods: Films, lectures, open questions, overhead projection

Credit: Graduate credit (1)

Recognition: Grade

Level: Basic or beginner

Fees: Tuition: $40; living accommodations on campus not available

Entrance: BA, BS Degree

Preparation: Information not provided

Teacher: CLARKIN, William, Lecturer, State University of New York at Albany

Descriptive: Brochure

Evaluation: Internal system of evaluation

Contact: Lucille Whalen, Associate Dean, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: The course aims to teach the student the difficulties of selecting and securing non-U.S. library materials: books, films, periodicals, etc. When the student has taken this course, that student should be conversant with the current commercial bibliographies of such areas as Latin AMerica, Asia, Africa, Europe; he will be aware of the easiest means of acquiring any materials needed.

SELECTION & ACQUISITION OF LIBRARY MATERIALS

NEW YORK

BUSINESS AND ECONOMIC LITERATURE

For: Librarians with MLS or more, business men
Sponsor: Long Island Univ., Graduate Library School,
C. W. Post Center, Greenvale, NY 11548
516-299-2855
At: Long Island Univ., Graduate Library School,
C. W. Post Center, Greenvale, NY 11548
Mode: Intermittent; classroom presentation
Time: 15 days, from 9/5/76 to 12/23/76; approximately 30 contact hrs., 60 preparation hrs., 90 total hrs.; weekly; application deadline is 8/1/76
Methods: Discussions, lectures, open questions, on-site visits, overhead projection, slides/filmstrips
Credit: Audit (0); Graduate credit (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $270; living accommodations on campus available for couples and singles
Entrance: MLS Degree, BA, BS Degree
Preparation: Information not provided
Teacher: GRANT, Mary, Mrs., Head, Business/Economics, Nassau County Research Library
Descriptive: Syllabus
Evaluation: Internal system of evaluation
Contact: Mrs. Bette Vander Werf, Admin. Asst. to the Dean, same address and phone as above
Placement: Yes
Special Materials: Information not provided
Objectives: The primary aims of this course are to develop skills in drawing upon full resources available to librarians and library users in the area of business and economic literature and to open new areas of information resources in these areas.

WASHINGTON, D.C.

SERIALS CONTROL
For: Librarians with MLS or more, Administrators, Middle Managers; maximum 20
Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064 202-635-5085
At: The Catholic University of America, 6 Gibbons Hall, Washington, DC 20064
Mode: Intermittent, offered on a regular basis each year; classroom presentation
Time: 15 days, from 1/12/76 to 4/23/76 and from 9/00/76 to 1/00/77; approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; weekly; application deadline is 1/1/76
Methods: Discussions, field experience, on-site visits, problem sets and exercises, reading materials
Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)
Recognition: Grade
Level: Advanced
Fees: Tuition: $100/credit; Board: $461 (21 meal plan), $417 (15 meal plan), $369 (10 meal plan), or pay as you go; living accommodations on campus available for singles
Entrance: BA, BS, MLS Degree
Preparation: Information not provided
Teacher: WOODS, Elaine, previously at the MARC Development Office, Library of Congress
Descriptive: Brochure
Evaluation: By participants
Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Box 75, Washington, DC 20064 202-635-5256
Placement: Information not provided
Special Materials: Information not provided
Objectives: This course is a problem-oriented approach to the study of all aspects of serials control. Upon successful completion of this course, the students shouls be able to: handle the acquisitions of serials; know how to go about selecting serials; properly utilize automation techniques; catalog; proper use if accessioning control; use techniques of abstracting and indexing.

SERIALS CONTROL

NEW JERSEY

LIBRARY SERIALS CONTROL SYSTEM

For: Librarians with MLS or more, Operating Librarians without MLS

Sponsor: Rutgers University, Graduate School of Library Service, Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169

At: Rutgers University, Graduate School of Library Service, Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903

Mode: Intermittent; classroom presentation, on demand, but not transportable

Time: 16 days, from 1/28/76 to 5/20/76; approximately 40 contact hrs., 80 preparation hrs.; application deadline is 1/15/76

Methods: Case study materials, discussions, field experience, films, laboratory work, open questions, on-site visits, overhead projection, problem sets and exercises, reading materials, slides/filmstrips

Credit: Graduate credit (3)

Recognition: Information not provided

Level: Advanced

Fees: Tuition: $105; Other fees: $17; no information on living accommodations

Entrance: BA, BS, MLS Degree

Preparation: Information not provided

Teacher: AXEL, Dorothy A., Serials Librarian, Princeton University

Descriptive: Brochure

Evaluation: By participants

Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor

Objectives: Student will be able to design, operate and manage a library serials control system, including applications of computers and implications of standardization on the system.

NEW JERSEY

SPECIAL LIBRARY ADMINISTRATION

For: Librarians with MLS or more,
Operating Librarians without MLS
Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169
At: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
Mode: Intermittent
Time: 10 days, from 3/2/76 to 5/11/76;
approximately 25 contact hrs., 30 preparation hrs.,
60 total hrs.; weekly; application deadline is 1/15/76
Methods: Case study materials, discussions, films, games,
lectures, overhead projection, panel presentations,
reading materials, role-playing exercises, slides/filmstrips,
TV or video tapes
Credit: Graduate credit (2)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $70; Other fees: $17; no information
on living accommodations
Entrance: BA, BS, MLS Degree; 1 year work experience in a
special library
Preparation: Information not provided
Teacher: GONZALEZ, Efren W., Manager,
Science Information Services, Bristol-Myers Products
Descriptive: Brochure
Evaluation: By participants
Contact: Director of Professional Development Studies, GSLS,
Rutgers University, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Changing nature of special library administration.
Communications, library management relations among topics of
this updating on administrative problems.

SPECIAL LIBRARIANSHIP

PENNSYLVANIA

NINTH ANNUAL CONFERENCE WORKSHOP
For: Library Technicians, Paraprofessionals, Operating Librarians without MLS, Volunteer Librarians
Sponsor: Church and Synagogue Library Association, P. O. Box 1130, Bryn Mawr, PA 19010
215-789-1710
At: International House, 3701 Chestnut Street, Philadelphia, PA 19104
Mode: Offered on a regular basis each year; workshop
Time: 2 1/2 days from 6/20/76 to 6/22/76; approximately 12 contact hrs., 0 preparation hrs., 25 total hrs.; application deadline is 6/20/76
Methods: Discussions, films, lectures, open questions, on-site visits, overhead projection, panel presentations, reading materials, slides/filmstrips
Credit: No credit
Recognition: None
Level: Basic or beginner
Fees: Board: $50; Registration: $15; living accommodations available for singles and couples
Entrance: No requirements
Preparation: Information not provided
Teacher: GENTZ, William H., Program Chairman; First Vice President, President-Elect, Church and Synagogue Library Association
Descriptive: Articles, brochure
Evaluation: By participants
Contact: Dorothy J. Rodda, Executive Secretary, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Almost all church and synagogue libraries are staffed by volunteers. Many of these volunteers are professional librarians who serve their churches or synagogues in this capacity. The CSLA sponsors a three-day conference each year in a different part of the country. The main purpose of the conference is to provide a setting for workshops in the various aspects of church and synagogue librarianship. Inspirational and informational speakers, films, panels and visits to local libraries aid further in training volunteers in effective library service.

STORYTELLING

COLORADO

WORKSHOP: STORYTELLING AND BOOKS FOR THE YOUNG CHILD
For: Librarians with MLS or more; Operating Librarians without MLS; maximum 50
Sponsor: Western State College, Library School,
Gunnison Colorado 81230
303-943-2053
At: Western State College, Gunnison, CO 81230
Mode: Offered on a regular basis each year; Workshop
Time: 14 days, from 6/21/76 to 7/2/76; approximately 30 contact hrs., 20 preparation hrs., 50 total hrs.; daily; application deadline is 6/21/76
Methods: Audio tapes or cassettes, films, laboratory work, lectures, reading materials, role-playing exercises, slides/filmstrips
Credit: Audit (0); graduate credit (3)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $54; Board: $70; living accomodations available on campus for singles and couples
Entrance: BA, BS Degree
Preparation: Not provided
Teacher: WILLIAMS, Geneva, Western St. Coll.
Descriptive: Brochure
Evaluation: By participants
Contact: John Garralda, same address & phone as above
Placement: No
Special Materials: None needed
Objectives: Develops a knowledge of books, media and story telling materials and techniques for use with the young child by teachers, school and public libraries.

STORYTELLING

NEW YORK

STORYTELLING INSTITUTE

For: Librarians with MLS or more, Media Specialists
Sponsor: Long Island University, Graduate Library School,
C. W. Post Center, Greenvale, NY 11548
516-299-2855
With: Nassau Library System & Suffolk Cooperative Library System
At: Long Island University, Graduate Library School,
C. W. Post Center, Greenvale, NY 11548
Mode: Offered on a regualr basis each year; institute, workshop
Time: 1 day, on 5/15/76; approximately 6 contact hrs.; application deadline is 5/1/76
Methods: Lectures, open questions, simulation methods
Credit: No credit
Recognition: None
Level: Information not provided
Fees: Total: $8; living accommodations on campus not available
Entrance: No requirements
Preparation: Information not provided
Teacher: GILLESPIE, John T., Coordinator, Dean, GLS, C. W. Post Center
Descriptive: Brochure
Evaluation: No evaluation
Contact: Mrs. Bette Vander Werf, Admin. Asst. to the Dean, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: The Participants will listen to talks and demonstrations in the folklore and storytelling. Keynote address will be given by Hewitt Pantaleoni, Author and Folklorist.

OREGON

STORYTELLING
For: Librarians with MLS or more, Paraprofessionals, Operating Librarians without MLS, Media Specialists, Parents
Sponsor: Southern Oregon State College,
Department of Library Science,
1250 Siskiyou Blvd., Ashland, OR 97520
503-482-6443
With: S.O.S.C. Education Division
At: Southern Oregon State College,
Department of Library Science, Ashland, OR 97520
Mode: Once only; classroom presentation
Time: 10 days, from 7/26/76 to 8/6/76; approximately 36 contact hrs.; daily; no application deadline
Methods: Information not provided
Credit: Graduate credit (3), undergraduate credit (3)
Recognition: Grade
Level: Intermediate
Fees: Tuition: $55; Board: $50/week; living accommodations on campus available for singles
Entrance: No requirements
Preparation: Information not provided
Teacher: ZEVELY, Claude
Descriptive: Brochure, in preparation
Evaluation: By participants
Contact: John Purcell, Chairman, Dept. of Library Science, Southern Oregon State College, same address and phone as above
Placement: No
Special Materials: None needed
Objectives: Storytelling skills, sources of stories, auxiliary materials.

PENNSYLVANIA

SEMINAR IN STORY TELLING

For: Librarians with MLS or more(10),
Operating Librarians without MLS(10),
Paraprofessionals(5)

Sponsor: Clarion State College,
School of Library, Media & Information Science,
Clarion, PA 16214
814-226-6000,x353

At: Clarion State College, Clarion, PA 16214

Mode: Intermittent; clinic

Time: 5 days from 1/16/76 to 5/17/76; approximately 40 contact hrs., 80 preparation hrs., 120 total hrs.; application deadline is 1/16/76

Methods: Audio tapes and cassettes, discussions, field experience, films, games, laboratory work, lectures, picture boards, consultants

Credit: Graduate credit(3), Undergraduate credit(3)

Recognition: Grade

Level: Not applicable

Fees: Tuition: $99(PA res. U.G.); $120(Out-of-state U.G.); $129(PA res. Grad.); $240(Out-of-state Grad.); Board: $441; Activity fee: $35; living accommodations available on campus for singles

Entrance: BA,BS Degree

Preparation: Materials to be brought

Teacher: JETTER, Margaret, Dr., Associate Prof., Clarion State College

Descriptive: Brochure, syllabus

Evaluation: By participants

Contact: Elizabeth A. Rupert, same address and phone as above

Placement: Information not provided

Special Materials: Supplied by sponsor

Objectives: Designed to promote in-depth discussion, study and research in techniques of storytelling. Students will engage in storytelling, examine the body of literature appropriate for storytelling, prepare and present story programs to community groups varying in age and interest, and conduct independent research in the literature of storytelling. Students will be able to design and present a program of storytelling for a specific audience; adapt storytelling techniques for special presentations, e.g., TV, radio; and to select poetry appropriate for reciting/reading.

SYSTEMS ANALYSIS

WASHINGTON, D.C.

LIBRARY SYSTEMS ANALYSIS

For: Librarians with MLS or more, Administrators, Middle Managers, Technical Information Specialists, Information Science Specialists; maximum 20

Sponsor: The Catholic University of America, Department of Library Science, Washington, DC 20064
202-635-5085

At: The Catholic University of America, Department of Library Science, Washington, DC 20064

Mode: Intermittent, offered on a regular basis each year; classroom presentation

Time: 14 days, from 9/7/76 to 12/20/76 approximately 37 1/2 contact hrs., 75 preparation hrs., 112 1/2 total hrs.; application deadline is 8/15/76

Methods: Case study materials, discussions, reading materials

Credit: Audit (0), graduate credit (3), credit toward Post-MLS certificate (3)

Recognition: Grade

Level: Advanced

Fees: Tuition: $100/credit hr.; Board: varies; living accommodation on campus available for singles

Entrance: MLS Degree, BA, BS Degree

Preparation: Information not provided

Teacher: PAN, Elizabeth L.

Descriptive: Brochure

Evaluation: By participants

Contact: Dr. John J. Gilheany, Department of Continuing Education, The Catholic University of America, Washington, DC 20064
202-635-5256

Placement: Information not provided

Special Materials: Information not provided

Objectives: The objectives of this course include: analyzing libraries and their components as interrelated subsystems in terms of their objectives; utilizing systems analysis techniques to evaluate and design improved library and information. Upon successful completion of the course, students are expected to be able to: analyze libraries as systems with interrelated subsystems; analyze a subsystem and evaluate it in terms of efficiency and effectiveness by applying appropriate systems analysis techniques; describe the entire system development process with emphasis on the analytical phase of it; conduct a practical but limited systems study.

SYSTEMS ANALYSIS

NEW YORK

LIBRARY EFFECTIVENESS

For: Librarians with MLS or more,
Operating Librarians without MLS
Sponsor: State University of New York at Albany,
School of LIbrary and Information Science,
Washington Ave., Albany, NY 12222
518-457-8575
At: State University of New York at Albany,
School of Library and Information Science, Rm. 76,
Washington Ave., Albany, NY 12222
Mode: Intermittent; classroom presentation
Time: 5 days, from 4/20/76 to 5/18/76;
approximately 15 contact hrs., 25 preparation hrs., 40 total hrs.;
weekly; application deadline is 4/20/76
Methods: Discussions, lectures, overhead projection,
problem sets and exercises, reading materials
Credit: Graduate credit (1)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $40; no information on living accommodations
Entrance: BA, BS Degree
Preparation: Information not provided
Teacher: BURGESS, Robert, Professor,
State University of New York at Albany
Descriptive: Brochure
Evaluation: Internal system of evaluation
Contact: Lucille Whalen, Associate Dean,
same address and phone as above
Placement: Information not provided
Special Materials: Supplied by participant
Objectives: Course will introduce participants to several mathematical tools used in systems analysis, probability distributions, poisson distribution, queues, Markov process. Primary outcome should be: ability to read literature of systems analysis intelligently; confidence in conversing with systems analysts; interest if further studying library problems susceptible to analysis by mathematical measures.

MINNESOTA

SPECIAL INTER-LIBRARY LOAN COURSE
For: Clericals, Librarians with MLS or more,
Library Technicians, Operating Librarians without MLS,
Paraprofessionals; maximum 25
Sponsor: Medical Library Association, Division of Education,
919 N. Michigan Ave., Chicago, IL 60611
312-266-2456
At: Radison Hotel, 45 S. 7th St., Minneapolis, MN 55402
Mode: On demand; classroom presentation
Time: 1/2 day, on 6/12/76; approximately 3.5 contact hrs.,
o preparation hrs., 3.5 total hrs.; application deadline varies
Methods: Discussions, lectures, open questions,
problem sets and exercises, reading materials
Credit: Continuing Education Units (.3)
Recognition: Certificate
Level: Basic or beginner
Fees: Tuition: $15 (MLA members), $25 (non-members);
availability of living accommodations varies
Entrance: No requirements
Preparation: Information not provided
Teacher: Chosen by MLA from roster of instructors with subject
expertise and teaching experience
Descriptive: Catalog, syllabus
Evaluation: By participants
Contact: Julie VIrgo, Director of Education,
same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: The course is designed for individuals with limited or no prior experience in this area of library work. Correct procedures for completion and submission of an ALA Interlibrary Loan REquest Form will be emphasized. Bibliographic tools for verifying and locating desired material will be described and evaluated.

NEW JERSEY

SEMINAR ON VIDEO COMMUNICATIONS

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS
Sponsor: Rutgers University, Graduate School of Library Service, Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169
At: Rutgers University, Kilmer Campus,
New Brunswick, NJ 08903
Mode: Intermittent; television or television/classroom
Time: 16 days, from 1/21/76 to 5/19/76 and from 9/15/76 to 1/19/77; approximately 40 contact hrs., 25 preparation hrs., 70 total hrs.; application deadline is 1/15/76
Methods: Audio tapes or cassettes, discussions, field experience, lectures, TV or video tapes
Credit: Graduate credit (3)
Recognition: Grade
Level: Basic or beginner
Fees: Tuition: $105; Other fees: $42; no information on living accommodations
Entrance: BA, BS, MLS Degree; credentialed media specialist or librarian
Preparation: Information not provided
Teacher: LAUZEN, William K., Instructional Television Center, Rutgers University
Descriptive: Brochure
Evaluation: By participant
Contact: Director of Professional Development Studies, GSLS, Rutgers University, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: Plan for and develop video applications for library and media centers using low-cost equipment and materials; demonstrations and production practice.

TELEVISION

NEW JERSEY

VIDEO AND CABLE FOR LIBRARIANS

For: Librarians with MLS or more, Media Specialists, Operating Librarians without MLS

Sponsor: Rutgers University, Graduate School of Library Service, Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169

At: Rutgers University, Graduate School of Library Service, Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903

Mode: Intermittent; seminar

Time: 16 days, from 1/22/76 to 5/14/76; approximately 40 contact hrs., 60 preparation hrs., 110 total hrs.; weekly; application deadline is 1/15/76

Methods: Discussions, field experience, laboratory work, lectures, on-site visits, overhead projection, reading materials, TV or video tapes, TV production

Credit: Graduate credit (3)

Recognition: Grade

Level: Intermediate

Fees: Tuition: $105; Other fees: $42; no information on living accommodations

Entrance: BA, BS, MLS Degree; course work in video communications

Preparation: Materials to be brought

Teacher: SCHAEFFER, W. Randolph, NJ Cable Video Info. Project, Livingston College, Rutgers University

Descriptive: Brochure

Evaluation: By participants

Contact: Director, Professional Development Studies, GSLS, Rutgers University, same address and phone as above

Placement: No

Special Materials: Supplied by sponsor, supplied by participant

Objectives: Planning and implementation of video and cable related projects under present economic and technical realities. Student will be able to plan and develop video programs and work with cable systems.

TRAINING TRAINERS

TEXAS

PLANNING AND PRODUCING CONTINUING EDUCATION PROGRAMS

For: People involved in staff development or other continuing education activities; maximum 50
Sponsor: Southwestern Library Association,
7371 Paldao Dr., Dallas, TX 75240
214-234-1555
With: Local Host
At: Southwest Region: Arizona, Arkansas, Louisians, New Mexico, Oklahoma, TExas
Mode: On demand; workshop
Time: 3 days; approximately 15 contact hrs.; on demand; no application deadline
Methods: Case study materials, discussions, games, lectures, open questions, panel presentations, simulation methods, problem sets and exercises, role-playing exercises
Credit: No credit
Recognition: Certificate
Level: Intermediate
Fees: Information not provided
Entrance: Work experience in staff development, continuing education programming
Preparation: Pre-test
Teacher: ZACHERT, Martha Jane, Dr., Professor, School of Library Science, Florida State University
Descriptive: None at present
Evaluation: By participants, internal system of evaluation, external system of evaluation
Contact: Peggy O'Donnell, SLICE office Director/CELS Coordinator, same address and phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To aid people involved in staff development or other continuing education activities in determining training needs, designing and implementing programs that meet these needs, and evaluating the final result.

YOUNG ADULTS, MATERIALS AND SERVICES FOR

COLORADO

LITERATURE FOR ADOLESCENTS
For: Library Technicians,
Operating Librarians without MLS,
Paraprofessionals, Media Specialists
Sponsor: University of Colorado,
Division of Continuing Education,
Center for Lifelong Learning,
970 Aurora, Boulder, CO 80309
303-492-7411
At: University of Colorado,
970 Aurora, Boulder, CO 80309
Mode: Home study; always available;
cassettes/tapes
Time: Information not provided
Methods: Audio tapes or cassettes, slides,
filmstrips, study guide
Credit: Undergraduate credit (3)
Recognition: Information not provided
Level: Information not provided
Fees: Tuition: $90; Other fees: $4 (rental of audio-visual materials)
Entrance: Information not provided
Preparation: Information not provided
Teacher: CLINE, Ruth, Assoc. Professor,
School of Education, Univ. of Colorado
Descriptive: Catalog
Evaluation: By participants
Contact: Lynn Nelson, same address and
phone as above
Placement: No
Special Materials: Supplied by sponsor
Objectives: To become familiar with as many books as possible which are appropriate for adolescents, including a variety of themes, ethnic backgrounds, genre, and authors; to be aware of current adolescent interests, concerns, and psycholigical development; to be aware of various stages of reading development and be able to use the "reading cluster" concept to find books on particular topics for all levels of readers; to be able to identify possible objectionable books and material and know ways of dealing with objections that are raised; to be able to discuss the audio and visual inputs into adolescent lives and produce materials in these media that would interest students, or help them produce such materials; to be familiar with new texts and other publications for class and individual student use.

YOUNG ADULTS, MATERIALS AND SERVICES FOR

KENTUCKY

BOOKS AND MATERIALS FOR ADULTS(LS 522 Mini-course)
For: Public Librarians(30)
Sponsor: Morehead State University, Dept. of Library Science and Instructional Media, Morehead, KY 40351 With Kentucky Department of Libraries and Archives
At: Morehead State University, Morehead, KY 40351
Mode: Once only; Workshop
Time: 10 days from 5/17/76 to 5/28/76; approximately 45 contact hrs., 135 preparation hrs. (done year before course is scheduled); application deadline is 5/1/76
Methods: Audio tapes or cassettes, discussions, lectures, open questions, panel presentations, reading materials, role-playing exercises
Credit: Undergraduate credit
Recognition: Grade, public acknowledgement
Level: Basic or beginner
Fees: Tuition: $54.00; Room: $19.00; Materials: $21.50; meals not included; living accommodation available on campus for singles and couples
Entrance: No requirements
Preparation: Readings prior to program
Teacher: Belcher, Faye, Associate Director of Libraries and Associate Professor of Library Science, Morehead State University
Descriptive: Articles and brochures
Evaluation: By participants
Contact: Faye Belcher, Johnson Camden Library, Morehead State University, Morehead, KY 40351 606-783-2251
Placement: No
Special Materials: Textbooks, adult materials to read
Objectives: The participant will have heard at least 45 reviews of adult works during the two-week mini-course; will have prepared and presented at least three reviews of adult materials on a problem area in her library; will have examined in a "hands on" experience many materials in adult literature; will have discussed the problem of censorship of adult materials by various people and organizations; will have studied and discussed adult reading needs, interests, habits and abilities of their library population; will have experience in evaluation of adult books; will have experience in studying and discussing book reviewing sources; will have experience and practice in writing annotations; will study and discuss areas of reader interest in fiction, non-fiction, biography, travel, science, social science, religion, philosophy, drama and poetry; will study and discuss readability formulae; will discuss reading guidance for adults; will discuss how adults learn; since many of the

participants work with readers who are disadvantaged, some discussion and attention will be given to this subject.

YOUNG ADULTS, MATERIALS AND SERVICES FOR

NEW JERSEY

CURRENT TRENDS IN READING OF YOUNG ADULTS
For: Librarians with MLS or more,
Operating Librarians without MLS; maximum 20
Sponsor: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
201-932-7169
At: Rutgers University, Graduate School of Library Service,
Professional Development Studies,
4 Huntington St., New Brunswick, NJ 08903
Mode: Intermittent; seminar
Time: 10 days, from 2/10/76 to 4/20/76;
approximately 25 contact hrs., 50 preparation hrs.,
75 total hrs.; weekly; application deadline is 1/15/76
Methods: Discussions, films, lectures, open questions,
panel presentations, reading materials
Credit: Graduate credit (2)
Recognition: Grade
Level: Advanced
Fees: Tuition: $70; Other fees: $17; no information on
living accommodations
Entrance: BA, BS, MLS Degree; courses in young adult literature
Preparation: Information not provided
Teacher: RAUSEN, Ruth, Young Adult Specialist,
Manhattan Borough, New York Public Library
Descriptive: Brochure
Evaluation: By participants
Contact: Director of Professional Development Studies, GSLS,
Rutgers University, same address and phone as above
Placement: No
Special Materials: Information not provided
Objectives: To update and reappraise selection criteria for
materials for young adults in view of trends and issues; view,
read, and discuss materials of current popular and
controversial nature.

GEOGRAPHICAL REFERENCE *

Institutions and Organizations

Sponsoring, Co-Sponsoring, or Serving as Hosts

for Courses in Continuing Library and Information Science Education

January 1, 1976 - December 31, 1976

ALABAMA
- Tuscaloosa
  - Univ. of Alabama, 76, 77, 78
- University
  - Univ. of Alabama, 76, 77, 78

ARIZONA
- Tucson
  - Univ. of Arizona, 1, 39, 60, 107, 137

CALIFORNIA
- Los Angeles
  - Univ. of California at Los Angeles, 30
  - Univ. of California at Los Angeles Extension, 30
- Pacific Grove
  - Asilomar Conference Grounds, 2

COLORADO
- Boulder
  - Univ. of Colorado, 45, 150, 151, 181
- Denver
  - Convention Center, 3, 79, 82, 85, 141
  - Univ. of Denver, 97, 140, 142
- Gunnison
  - Western State Coll., 108, 152, 171

CONNECTICUT
- Ridgefield
  - Alice Norton Public Relations, 138

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* Numbers refer to pages on which information may be found

DISTRICT OF COLUMBIA
- American Univ., The, 20
- Catholic University of America, The, 6, 22, 37, 71, 72, 73, 80, 86, 87, 88, 89, 133, 139, 148, 167, 175
- General Services Administration, 20
- Library of Congress, 20
- Metro. Washington Council of Govts., 4, 5, 14, 40
- National Archives and Records Service, 20
- Office of Education, HEW, 4, 5, 14, 40
- Smithsonian Institution, The, 22

GEORGIA
- Atlanta
  - Emory Univ., 7, 25, 26, 90, 98, 115
  - Georgia Dept. of Archives and History, 24, 25, 26
  - State Archives and Records Building, 24, 25, 26

ILLINOIS
- Chicago
  - American Hospital Assn., 8
  - Loyola Univ. of Chicago, 43, 91, 94, 134, 143, 163
  - Medical Library Assn., 2, 8, 41, 64, 66, 110, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 177
  - Univ. of Illinois Medical Ctr., 116, 117
- Urbana
  - Univ. of Illinois, 31, 32, 116, 117

KANSAS
- Emporia
  - Emporia Kansas State Coll., 46, 99
- Lawrence
  - Univ. of Kansas, 99

KENTUCKY
- Frankfort
  - Kentucky State Library, 65
- Lexington
  - Univ. of Kentucky, 47
- Morehead
  - Morehead State Univ., 65, 182

MARYLAND
- Annapolis
  - Maryland Hall of Records, 20
- Baltimore
  - Maryland Div. of Libraries, 65

MICHIGAN
- Ann Arbor
  - Univ. of Michigan, 44, 48
- Grand Rapids
  - Grand Rapids Junior Coll., 44
  - University Consortium Ctr., The, 48, 164
- Kalamazoo
  - Western Michigan Univ., 44, 48, 164
- Mt. Pleasant
  - Central Michigan Univ., 153

MINNESOTA
- Minneapolis
  - Minneapolis Public Library and Information Ctr., 109
  - Radison Hotel, 41, 64, 66, 110, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 177
  - Univ. of Minnesota, 109

MISSOURI
- Columbia
  - Univ. of Missouri, 33
- Kansas City
  - Holiday Inn, 69

NEW JERSEY
- Medford
  - Lenape Regional High School, 154
- Newark
  - Coll. of Medicine and Dentistry of New Jersey, 130
- New Brunswick
  - Rutgers Univ., 49, 84, 100, 111, 130, 154, 155, 168, 169, 178, 179, 184
- Paramus
  - Bergen Community Coll., 111
- Trenton
  - New Jersey State Library, 100

NEW YORK
- Albany
  - State Univ. of New York, 34, 50, 101, 102, 105, 156, 165, 176
- Albertson
  - Human Resources School, 75
- Amherst
  - State Univ. of New York/Buffalo, 67
- Greenvale
  - Long Island Univ., C.W. Post Ctr., 75, 166, 172
- New York City
  - Educational Film Library Assn., 69
  - Special Libraries Assn., 3, 79, 82, 85, 141
- Syracuse
  - Hotel Syracuse, 157
  - Syracuse Univ., 29, 61, 62, 68, 70, 81, 83, 135, 144, 157

NORTH CAROLINA
- Asheville
  - Univ. of North Carolina, 63, 112, 145
- Charlotte
  - North Carolina Library Assn., 63, 112, 145
- Greenville
  - East Carolina Univ., 63, 112, 145
- Raleigh
  - North Carolina State Library, 63, 112, 145
  - North Carolina State Univ., 15
  - State and Court Law Libs. of the US and Canada, 103

OHIO
- Cleveland
  - Case Western Reserve Univ., 27
  - Special Libraries Assn., Cleveland Chapter, 35
- Columbus
  - Ohio Historical Society, 28
- Independence
  - Am. Soc. for Info. Sci., No. Ohio Chapter, 35
  - Rockside Holiday Inn, 35
- Kent
  - Kent State Univ., 158, 159
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  - Miami Univ., 9, 10, 11

OKLAHOMA
- Norman
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- Stillwater
  - Oklahoma State Univ., 93

OREGON
- Ashland
  - Southern Oregon State Coll., 51, 52, 106, 173

PENNSYLVANIA
- Bryn Mawr
  - Church and Synagogue Library Assn., 170
- Clarion
  - Clarion State Coll., 92, 174
- Harrisburg
  - State Library of Pennsylvania, 13
- Philadelphia
  - International House, 170

RHODE ISLAND
- Providence
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  - Rhode Island Dept. of State Library Services, 17, 53

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TEXAS
  Dallas
    Southwestern Library Assn., 18, 36, 180
  San Antonio
    San Antonio Coll., 42

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  Richmond
    Virginia State Library, 65

WEST VIRGINIA
  Huntington
    Marshall Univ., 104

WISCONSIN
  Eau Claire
    Univ. of Wisconsin/Eau Claire, 54, 58, 114
  Madison
    Cooperative Children's Book Ctr., 56
    Univ. of Wisconsin/Extension, 38, 57, 59, 96, 136, 160, 162
    Univ. of Wisconsin/Madison, 19, 55, 56, 57, 146, 147, 160, 161
  Milwaukee
    Univ. of Wisconsin/Milwaukee, 57
  Oshkosh
    Univ. of Wisconsin/Oshkosh, 57

CONTINUING EDUCATION OPPORTUNITIES FOR LIBRARY, INFORMATION, AND MEDIA PERSONNEL

Analysis of Programs

ANALYSIS OF PROGRAMS

Table 1 shows the number of courses offered, the number of primary sponsors, and the number and percentage of courses offered by library education programs, state, regional and national associations, and state agencies. The term "primary sponsor" is used to indicate the institution or organization responsible for major planning and presentation of a continuing education program.

TABLE 1

Continuing Library, Information, and Media Courses Listed

Year:	1976
Total Programs Reported:	178
No. of Primary Sponsors:	51
COURSES OFFERED BY:	
Library Education Programs:	135---75.84%
Associations:	32---17.98%
State Agencies:	5--- 2.81%

TABLE 2

Number of Programs Listed by Subject Category

Administration and Management	13
Adults, Materials and Services for	5
Archives	7
Art and Museum Librarianship	1
Automation and Data Processing	7
Bibliotherapy	1
Books, Reading and Discussing	1
Budgeting and Financial Management	4
Cataloging and Classification	2
Children, Materials and Services for	13
Church Librarianship	1
Communication of Knowledge and Ideas	1
Communications	4
Conservation and Preservation of Library Materials	1
Disadvantaged, Materials and Services for	1
Education for Librarianship	3
Film Librarianship	2
Governmental Relations Pertinent to Libraries	2
Handicapped, Materials and Services for	2
History of Books, Printing and Libraries	2
Human Resources Development	4
Indexing and Abstracting	1
Information Broker/Free Lance Librarian	1
Information Science	1
Information Systems and Networks	6
Institutionalized, Materials and Services for	1
Intellectual Freedom	1
International Comparative Librarianship	1
Introduction to Librarianship	3
Law Librarianship	7
Library-Media Technical Assistants	1
Library Orientation and Instruction	1
Map Librarianship	1
Media Design, Production, Programming	8
Medical Librarianship	16
Minorities, Materials and Services for	1
Prison Librarianship	1
Public Librarianship	3
Public Relations	3
Publishing	1
Reference	7
Reprography	2
School/Media Librarianship	13
Selection and Acquisition of Library Materials	4

Analysis of Programs
cont.

Serials Control	2
Special Librarianship	2
Storytelling	4
Systems Analysis	2
Technical Services	1
Television	2
Training Trainers	1
Young Adults, Materials and Service for	3

TABLE 3

List of Primary Sponsors

University of Alabama,
University, Alabama 35486
State University of New York at Albany,
Albany, New York 12222
Alice Norton Public Relations,
Ridgefield, Connecticut 06877
American Society for Information Science,
Northern Ohio Chapter,
Independence, Ohio 44131
American University, The
Washington, DC 20408
University of Arizona,
Tucson, Arizona 85708
State University of New York at Buffalo,
Buffalo, New York 14260
University of California,
Los Angeles, California 90024
Case Western Reserve University,
Cleveland, Ohio 44106
Catholic University of America, The,
Washington, DC 20064
Central Michigan University,
Mt. Pleasant, Michigan 48859
Church and Synagogue Library Association,
Philadelphia, Pennsylvania 19104
Clarion State College,
Clarion, Pennsylvania 16214
University of Colorado,
Boulder, Colorado 80309
University of Denver,
Denver, Colorado 80210
East Carolina University,
Greenville, North Carolina 27834
Educational Film Library Association,
New York, New York 10023
Emory University,
Atlanta, Georgia 30322
Emporia Kansas State College,
Emporia, Kansas 66801
Fisk University,
Nashville, Tennessee 37203
Georgia State Library,
Atlanta, Georgia 30334
University of Illinois,
Urbana, Illinois 61801
Kent State University,
Kent, Ohio 44242

University of Kentucky,
  Lexington, Kentucky 40506
Long Island University,
  C.W. Post Center,
  Greenvale, New York 11548
Loyola University,
  Chicago, Illinois 60611
Marshall University,
  Huntington, West Virginia 25701
Medical Library Association,
  Chicago, Illinois 60611
Metropolitan Washington Council of Governments,
  Washington, DC 20036
Miami University,
  Oxford, Ohio 45056
University of Minnesota,
  Minneapolis, Minnesota 55401
University of Missouri,
  Columbia, Missouri 65201
Morehead State University,
  Morehead, Kentucky 40351
North Carolina State University,
  Raleigh, North Carolina 27607
Ohio Historical Society,
  Columbus, Ohio 43211
Oklahoma State University,
  Stillwater, Oklahoma 74074
University of Oklahoma,
  Norman, Oklahoma 73069
State Library of Pennsylvania,
  Harrisburg, Pennsylvania 17126
Rhode Island State Library,
  Providence, Rhode Island 02906
Rutgers University,
  New Brunswick, New Jersey 08903
San Antonio College,
  San Antonio, Texas 78284
Southern Oregon State College,
  Ashland, Oregon 97520
Southwestern Library Association,
  Dallas, Texas 75240
Special Libraries Association,
  New York, New York 10003
State and Court Law Libraries of the US and Canada,
  Raleigh, North Carolina 27611
Syracuse University,
  Syracuse, New York 13210
Western Michigan University,
  Kalamazoo, Michigan 49008
Western State College,
  Gunnison, Colorado 81230
University of Wisconsin/Eau Claire,
  Eau Claire, Wisconsin 54701

Analysis of Programs
cont.

University of Wisconsin/Extension,
Madison, Wisconsin 53711
University of Wisconsin/Madison,
Madison, Wisconsin 53706

TABLE 4

List of Individual Leaders of Continuing Education Programs

ADELMAN, Jean,
  University of Pennsylvania
  Administration and Management
ALLEN, Larry, Dr., Former Dean,
  College of Library Science,
  University of Kentucky
  Communications
ATHERTON, Pauline, Professor,
  Syracuse University
  Reference
AVRAM, Henrietta D., Chief of MARC Development Project,
  Library of Congress
  Information Systems and Networks
AXEL, Dorothy A., Serials Librarian,
  Princeton University
  Serials Control
BATES, C.B., Ms., Librarian,
  Springfield, Oregon Public Schools
  Children, Materials and Services for
BEELER, Richard, Reference Librarian,
  University of Denver
  Reference
BEKKEDAL, Tekla, Dr., Associate Professor,
  University of Wisconsin/Eau Claire
  Children, Materials and Services for
BELCHER, Faye, Associate Professor,
  Morehead State University
  Young Adults, Materials and Services for
BIAGINI, Mary Kay, Assistant Professor,
  Kent State University
  School/Media Librarianship
BLAND, Robert L., Law Coordinator,
  New Jersey State Library
  Law Librarianship
BLEVINS, John, Audiovisual Consultant,
  Oklahoma Department of Libraries
  Media Design, Production, Programming
BRENNAN, Irene, Sr., Librarian,
  Immaculata College, Chicago, Illinois
  Cataloging and Classification
BURGESS, Robert, Professor,
  State University of New York at Albany
  Systems Analysis

BURNS, Ruth,
  Franklin Mint
  Administration and Management
BUTLER, Anne, Librarian,
  Alston, Miller and Gaines
  Law Librarianship
CAMPBELL, Joseph,
  University of Minnesota
  Media Design, Production, Programming
CARROLL, Dan, President,
  Gould, Inc.
  Administration and Management
CARTWRIGHT, Kelley, Assistant Professor,
  University of California at Los Angeles
  Automation and Data Processing
CHEN, Ching-Cheh, Professor,
  Simmons College
  Medical Librarianship
CLARKIN, William, Lecturer,
  State University of New York at Albany
  Selection and Acquisition of Library Materials
CLINE, Ruth, Associate Professor,
  University of Colorado
  Young Adults, Materials and Services for
COCO, Al, Law Librarian,
  University of Denver
  Law Librarianship
COKER, C.F.W.,
  National Archives and Records Service
  Archives
CONROY, Barbara, Consultant,
  Human Resources Development
  Reference
COOK, Kenneth, Assistant Professor,
  Syracuse University
  Human Resources Development
CORBIN, John, Dr., Assistant Professor,
  North Texas State University
  Automation and Data Processing
COUGHLAN, Margaret N., Librarian,
  Library of Congress
  Children, Materials and Services for
CYLKE, Frank Kurt, Chief,
  Division of the Blind and Physically Handicapped,
  Library of Congress
  Governmental Relations Pertinent to Libraries
DAHLKE, A., Consultant,
  Administration and Management
DANIEL, Evelyn, Dr.,
  University of Rhode Island
  School/Media Librarianship

Analysis of Programs
cont.

DAVIS, Maxine W.,
Information Access
Syracuse, New York
Information Broker/Free Lance Librarian
DEKIEFFER, Robert, Dr., Professor,
University of Colorado
School/Media Librarianship
DIVILBISS, James L., Dr., Associate Professor,
University of Illinois
Automation and Data Processing
DOLID, Arnold, Former Vice President and Editor-in-Chief,
Praeger Publishers
Publishing
ELY, Donald P., Dr., Professor,
Syracuse University
Education for Librarianship
EVANS, Frank B.,
American University
Archives
FARREN, Ann,
BIOSIS
Indexing and Abstracting
FELTY, Walter C., Dr., Chairman,
Department of Educaitonal Media,
Marshall University
Library-Media Technical Assistants
FLETCHER, Marjorie,
American College Life Underwriters
Administration and Management
FOYLE, James, Assistant Dean,
University of Denver
Reference
FRASE, Robert, Consulting Economist
Governmental Relations Pertinent to Libraries
FRY, Roy, Circulation Librarian,
Loyola University Libraries
Reference
FULLBRIGHT, Nancy,
Reference
FULLER, Muriel L., Professor,
University of Wisconsin/Madison
Introduction to Librarianship
School/Media Librarianship
GALLAGHER, Marian, Law Librarian,
University of Washington
Law Librarianship
GARBER, Jack, Assistant Professor,
University of Wisconsin/Eau Claire
Media Design, Production, Programming
GEISER, Elizabeth, Former Vice President,
Bowker Publishing Co.
Publishing

GENOVA, Bissy, Assistant Professor,
  Syracuse University
  Communication
GENTZ, William E., President-Elect,
  Church and Synagogue Library Association
  Special Librarianship
GILLESPIE, John T., Dean,
  Graduate Library School,
  C.W. Post Center
  Storytelling
GLENN, James R.,
  National Anthropological Archives,
  Smithsonian Institution
  Archives
GONZALEZ, Efren W., Manager,
  Science Information Services,
  Bristol-Myers Products
  Special Librarianship
GOTHBERG, Helen, Dr., Assistant Professor,
  University of Arizona
  Communications
  Media Design, Production, Programming
  Public Relations
GRANT, Mary, Mrs., Head of Business/Economics,
  Nassau County Research Library, New York
  Selection and Acquisition of Library Materials
GREER, Roger, Dr., Professor,
  Syracuse University
  Public Librarianship
HALSEY, Richard, Assistant Professor,
  State University of New York at Albany
  Law Librarianship
  School/Media Librarianship
HART, Carroll, Director,
  Georgia Department of Archives and History
  Archives
HAWKINS, Jean, Librarian,
  Waukesha Memorial Hospital, Waukesha, Wisconsin
  Introduction to Librarianship
HEDRICK, Mildred S., Instructor,
  Western Michigan University
  Cataloging and Classification
HEER, Phil, Assistant Professor,
  University of Denver
  Reference
HELMUTH, Ruth W., Archivist,
  Case Western Reserve University
  Archives
HERMAN, Gertrude B., Associate Professor,
  University of Wisconsin/Madison
  Children, Materials and Services for
HEWEY, Dell, Instructor,
  University of Oklahoma
  Reprography

HIRSHFELD, Lorraine, Ms., Head of Information Services,
  Library of the Health Sciences,
  University of Illinois Medical Center
  Medical Librarianship
HOUSE, Glenn, Instructor,
  Graduate School of Library Science,
  University of Alabama
  History of Books, Printing and Libraries
HYNES, Arlene, Director of the Circulating Library,
  St. Elizabeth's Hospital, Washington, DC
  Bibliotherapy
JACKSON, Clara O., Associate Professor,
  Kent State University
  School/Media Librarianship
JENKINS, David, Assistant Professor,
  Bergen Community College, Paramus, New Jersey
  Media Design, Production, Programming
JETTER, Margaret, Dr., Associate Professor,
  Clarion State College
  Storytelling
JOHNSON, Robert K., Dr., Professor,
  University of Arizona
  Budgeting and Financial Management
JOHNSON, Stephen C., Dr., Coordinator of Field Services,
  Indiana University AV Center
  Film Librarianship
JONES, Barbara S., Consultant,
  Human Resources Development
  Reference
KADEC, Sarah M. Thomas, Chief of Library Systems,
  Environmental Protection Agency
  Administration and Management
KAHLE, Larry, Law Librarian,
  University of Nebraska
  Law Librarianship
KATZER, Jeffrey, Dr., Associate Professor,
  Syracuse University
  CCommunications
KING, Donald, Dr., Associate Professor,
  Rutgers University
  Information Science
KNOWLES, Malcolm S., Professor,
  North Carolina State University
  Adults, Material and Services for
KOENIG, Michael,
  ISI
  Administration and Management
KOONS, Philip,
  State Library of Ohio
  Institutionalized, Materials and Services for
LAUZEN, William K.,
  Rutgers University
  Television

LEMKE, Antje B., Professor,
Syracuse University
Art and Museum Librarianship
LIBBEY, Miriam Hawkins, Librarian,
Emory University
Medical Librarianship
LOWREY, Anna Mary, Assistant Professor,
State University of New York at Buffalo
Education for Librarianship
LUNDBERG, James W., Executive Director,
Institute for Manpower Management
Administration and Management
LUSKAY, Jack, Assistant Professor,
Clarion State College
Intellectual Freedom
MANGUM, Barry, Supervisor of AV Services,
Wake County Public Library, Raleigh, North Carolina
Media Design, Production, Programming
MCCLASKEY, Harris C., Associate Professor,
University of Minnesota
Media Design, Production, Programming
MCDERMOTT, Beverly Brodsky,
University of Minnesota
Media Design, Production, Programming
MCDERMOTT, Gerald,
University of Minnesota
Media Design, Production, Programming
MCGUIRL, Marlene, Dr., Chief,
Anglo-American Law Division,
Library of Congress
Prison Librarianship
MCKINNEY, Eleanor R., Associate Professor,
Western Michigan University
Children, Materials and Services for
MIYA, Mary Ann, Bibliographer,
Cudahy Library, Loyola University
Selection and Acquisition of Library Materials
MONROE, Margaret E., Professor,
University of Wisconsin/Madison
Adults, Materials and Services for
MOREHEAD, Joseph, Assistant Professor,
State University of New York at Albany
Law Librarianship
NAHSER, Ron, Vice President,
F. Nahser and Associates
Administration and Management
NORTON, Alice,
Alice Norton Public Relations,
Ridgefield, Connecticut
Public Relations
O'DONNELL, Peggy, CELS Coordinator,
Southwestern Library Association
Adults, Materials and Services for

ORSINI, Lillian, Assistant Professor,
State University of New York at Albany
Children, Materials and Services for
OTNESS, Harold, Readers Services Coordinator,
Southern Oregon State College Library
Map Librarianship
PAN, Elizabeth L.,
Systems Analysis
PARKER, Lorne A., Dr., Director,
Instructional Communications Systems,
University of Wisconsin/Extension
Communication of Knowledge and Ideas
PARKER, Ralph H., Professor,
University of Missouri/Columbia
Automation and Data Processing
PEARSON, Robert H., Professor,
Central Michigan University
School/Media Librarianship
PEDERSON, Ann, Deputy State Archivist,
Georgia Department of Archives and History
Archives
PENNYPACKER, Arabelle, Supervisor of Library Services,
Lenape Regional High School, Medford, New Jersey
School/Media Librarianship
PIZER, Irwin, Director, Library of the Health Sciences,
University of Illinois Medical Center
Medical Librarianship
PRAEGER, Frederick, President,
Westview Press
Publishing
RAMER, James D., Dean,
Graduate School of Library Science,
University of Alabama
History of Books, Printing and Libraries
RAUSEN, Ruth, Young Adult Specialist,
New York Public Libraries
Young Adults, Materials and Services for
RISEBROW, Ruth, Assistant Professor,
University of Arizona
Administration and Management
ROBERTS, Anne, Associate Librarian,
State University of New York at Albany
Library Orientation and Instruction
ROBINSON, Jo, Traingin Coordinator,
Institute for Library Research,
University of California/Berkeley
Indexing and Abstracting
ROLLOCK, Barbara, Coordinator of Children's Services,
New York Public Library
Children, Materials and Services for
ROUSE, Roscoe, Dr., Professor,
Oklahoma State University
International Comparative Librarianship

RUBY, Carmella,
California State Library
Institutionalized, Materials and Services for
SAFFADY, William, Assistant Professor,
State University of New York at Albany
Automation and Data Processing
SCHAEFFER, W. Randolph,
New Jersey Cable Video Information Project,
Rutgers University
Television
SCHMIDT, Susan K., Project Coordinator,
Appalachian Adult Education Center,
Morehead State University, Morehead, Kentucky
Disadvantaged, Materials and Services for
SCHOLZ, Bill, Assistant Professor,
University of Arizona
Administration and Management
SHUBERT, Joseph, State Librarian of Ohio,
Public Librarianship
SMITH, Jessie Carney, Dr., University Librarian,
Fisk University
Minorities, Materials and Services for
SMITH, Reginald W., Associate Librarian,
College of Medicine and Dentistry of New Jersey
Medical Librarianship
SMITH, William K., Assistant Professor,
Western Michigan University
Selection and Acquisition of Library Materials
SPEER, Jack, Dr., Director,
Library Information Systems,
Informatics, Inc.
Information Systems and Networks
Reprography
STEVENS, Chalres, Director,
Southeastern Library Network
Information Systems and Networks
STRADER, Helen, Assistant Professor,
Emporia Kansas State College
Children, Materials and Services for
SUTPHIN, Ken, Media Specialist,
Denver Public Schools
Media Design, Production, Programming
SUTTON, Judith,
Reference
SWANSON, Mary Ann, Supervisor of Media Services,
Evanston Township High School, Illinois
School/Media Librarianship
TENNERT, Mary, Former Librarian,
Loyola University of Chicago
Introduction to Librarianship
TERHUNE, Joy, Associate Professor,
University of Kentucky
Children, Materials and Services for

THAXTON, Carlton, Director,
  Georgia Public Library Agency
  Administration and Management
THOMPSON, Glenn, Dr., Chairman,
  Department of Library Science and Media Education,
  University of Wisconsin/Eau Claire
  Church Librarianship
TREZZA, Alphonse, Executive Director,
  National Commission on Libraries and Information Science
  Governmental Relations Pertinent to Libraries
VELLEMAN, Ruth, Director,
  Human Resources School, Albertson, New York
  Handicapped, Materials and Services for
WALDMANN, Eugene, Dr., Adjunct Professor,
  University of Denver
  School/Media Librarianship
WALKER, Richard D., Associate Professor,
  University of Wisconsin/Madison
  Reference
WALLACE, James O., Director of Learning Resources,
  San Antonio College
  Budgeting and Financial Management
WARNCKE, Ruth, Library Consultant,
  Adults, Materials and Services for
WATSON, Charles, Dr., Director, Center for Management Services,
  University of Miami (Ohio)
  Administration and Management
WEBSTER, Duane, Director,
  Office of University Library Management Studies,
  Association of Research Libraries
  Administration and Management
  Human Resources Development
WEISS, Phyllis, Specialist,
  University of Wisconsin/Extension
  Books, Reading and Discussing
WILLIAMS, Geneva,
  Western State College
  Storytelling
WILLIAMS, Jane,
  Reference
WILLIAMS, Martha, Professor, Director,
  University of Illinois Retrieval Research Laboratory
  Automation and Data Processing
WILSON, Timothy, Visiting Lecturer,
  Syracuse University
  Film Librarianship
WOODS, Elaine, Formerly of the MARC Development Office,
  Library of Congress
  Serials Control
WOODWORTH, Mary, Associate Professor,
  University of Wisconsin/Madison
  Children, Materials and Services for
  School/Media Librarianship

WRIGHT, Donald E., Public Librarian,
  Evanston, Illinois
  Public Librarianship
WRIGHT, Kieth, Dr., Director of Library,
  Gallaudet College
  Handicapped, Materials and Services for
ZACHERT, Martha Jane, Professor,
  Florida State University
  Education for Librarianship
  Training Trainers
ZEVELY, Claude,
  Children, Materials and Services for
  Storytelling

Analysis of Programs
cont.

TABLE 5

Methods of Instruction	Number of Times Listed in Data Sheets Submitted
Audio Tapes or Cassettes	24
Case Study Materials	47
Computer-Assisted Instruction	7
Discussions	137
Diagnostic Tests	6
Field Experience	23
Films	89
Games	9
Laboratory Work	41
Lectures	128
Open Questions	81
On-Site Visits	41
Overhead Projection	52
Panel Presentations	39
Personalized System of Instruction (PSI)	7
Picture Boards	3
Programmed Instruction (self-teaching devices)	2
Problem Sets and Exercises	52
Radio	2
Reading Materials	93
Role-Playing Exercises	25
Simulation Methods	17
Slides/Filmstrips	38
Team Teaching	23
Telephone (conference calls)	5
TV or Video Tapes	20

CONTINUING EDUCATION OPPORTUNITIES FOR LIBRARY, INFORMATION, AND MEDIA PERSONNEL

Appendices

APPENDIX A

CLENE
CONTINUING LIBRARY
EDUCATION NETWORK
AND EXCHANGE
620 Michigan Avenue, N.E.
Washington, D.C. 20064
(202) 635 - 5085

The basic missions of CLENE are: (1) to provide equal access to continuing education opportunities, available in sufficient quantity and quality over a substantial period of time to ensure library and information science personnel and organizations the competency to deliver quality library and information services to all: (2) to create an awareness and a sense of need for continuing education of library personnel on the part of employers and individuals as a means of responding to societal and technological change.

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October 16, 1975

Dear Colleague:

We invite you to join CLENE in an exciting and important pilot adventure!

We are currently developing with funding provided by ten state agencies a national repository of data about continuing education programs for library personnel, information and media specialists. CLENE was implemented for 1974/1975 by the U. S. Office of Education, Office of Libraries and Learning Resources, with funds from Title II-B of HEA. The enclosed brochure and newsletter give you some background about CLENE.

This national repository is intended to serve as a resource for both educators and practitioners/students. Your assistance in this important project would be greatly appreciated. Not only will your participation make available to continuing education planners and practitioners information regarding the availability of continuing education offerings on a nationwide scale, but you will be providing a way for other practitioner/students and educators to learn about our program. Thus needless duplication of continuing education activities can be avoided, and existing or proposed offerings will be open and available to all interested and concerned individuals.

There are many varieties of continuing education programs for library personnel, information and media specialists. At present we are collecting information from library school programs (all levels); state, national, and regional library and information science associations and state agencies. This is a pilot venture this year and other groups who are interested in contributing for the next edition of the directory that will be published can contract with the CLENE office.

We want to learn about any and all special programs or courses offered by these organizations (1) which have as their goal the enhancement of skills, knowledge, or performance developed for library personnel, information and media specialists and (2) for which a degree is not awarded on completion. We do want to include, however, courses and programs that are developed specifically for practitioners such as post-MLS courses and programs. Thus the directory will include courses or programs which may lead to various kinds of certificates designed for practitioners, but not to programs or courses which are part of the curriculum which leads to A.A., A.B., B.S., Ph. D. or other degrees. Does your organization offer any such programs or courses?

If so, participation is easy! There is no cost to you for entering material into the data base. We would appreciate it if you would complete and return the enclosed postcard immediately so that we will know that we will be receiving data from you. Then as soon as possible, by November 30 at least, please send us your completed forms - one for each course or program. Making that deadline will assure that your programs will be included in the printed directory to be published early next year. Entrance subsequent to that date would still assure you a place in the data base and your information would be immediately available to anyone who queried the system at any time.

We should emphasize, therefore, that the system as being set up will provide a type of SDI system at cost(with reduced rates for CLENE members), which will produce "print-outs" in response to individual requests for very specific types of information(e.g. Is there a course in August on program budgeting for libraries in California that is taught by simulation methods?). BUT to be able to provide this type of SDI service - which reaction from the field has told us is important - it is necessary to have very specific information about listings and so the data sheets are necessarily long, but are chiefly answered by checking boxes. Also, specificity in the data sheets is necessary to conduct research analysis studies of what is being offered in order to plan to meet future needs.

At the same time that we invite you to enter our data base, we also invite you to join CLENE (description of the membership categories is on page 3 of the CLENExchange Newsletter). All members of CLENE will receive the directory and access to the SDI system at reduced rates.

We look forward not only to learning about your programs and courses, but also to the commencement of a continuing endeavor in which information will be shared and from which new ideas and programs will grow.

Sincerely yours,

CLENE PROJECT STAFF

Elizabeth W. Stone, Ph.D. Project Director	Hermes D. Kreilkamp, Ph.D. Research Assistant
Mary Baxter, M.Ed. Principle Investigator	Mary Anding, M.A. Secretary

P.S. And we invite you and your associates to the first CLENE ASSEMBLY, January 23 and 24, in Chicago at the Palmer House - the Theme is Self-Assessment in Continuing Education. We also invite you to display(or demonstrate) Continuing Education products, techniques, etc., in the Continuing Education Fair which is a part of the ASSEMBLY program. Registration is $25, unless you are a member of CLENE, then it is $20. If you wish to participate in the Continuing Education Fair contact Julie Blume, Medical Library Association, 919 N. Michigan Avenue, Suite 3208, Chicago, Illinois 60611, as soon as possible.

APPENDIX B

DIRECTORY OF CONTINUING EDUCATION COURSES AND PROGRAMS FOR LIBRARY PERSONNEL, INFORMATION , AND MEDIA SPECIALISTS

INSTRUCTIONS FOR DATA FORM ----- PLEASE READ BEFORE COMPLETING THE ATTACHED FORM.

This form is used to collect information for a data bank on "Continuing Education Courses and Programs for Library Personnel, Information and Media Specialists." We invite you to fill out a form for each of the courses and programs that you will be offering between January 1, 1976 and December 31, 1976. A directory will be published early next year; it will be available for distribution at cost (reduced rates for CLENE members).

A SEPARATE QUESTIONNAIRE MUST BE COMPLETED FOR EACH COURSE OR PROGRAM TO BE LISTED. The forms are due in the CLENE office by November 30, 1975, to assure inclusion in the printed directory. Information received after that time will be entered in the data bank immediately and be available for retrieval at any time.

Eligible for listing are programs or courses offered which have as their goal the enhancement of skills, knowledge, or performance as developed for library personnel, information and media specialists. Regular courses which are offered for A.A., B.A., B.S., Ph.D. or other degree programs are not included. However, courses and programs developed specifically for practitioners after entrance into the field, such as Post-MLS courses and programs, are eligible for entry, even though they may, in some cases, lead to a certificate. Institutes, workshops, or other specially designed continuing education programs sponsored by associations, State or Federal agencies are eligible for inclusion.

As this national repository of data on continuing education programs will also be able to be used to give, on request, a type of SDI service which will produce "print-outs" in response to individual requests for very specific types of information, it has been necessary to ask very specific information about programs. This is also important for purposes of analyzing statistically just what is being offered at the present time or in the immediate future. Further, it has been found in research in other professions, that when practitioners/students do not have enough information to know if a particular continuing education offering is really designed to meet their needs, a great deal of time is wasted by people taking inappropriate courses. For all these reasons, we hope you will make every effort to fill out all the information requested for each course or program you send to the data bank.

Please choose one main topic under which you prefer to have the course or program listed. If none presented seems to fit your program you may suggest the topic under which you would prefer that it be listed for consideration.

It is recommended that a descriptive brochure on each course or program be prepared for distribution in advance. The brochure should include information about the objectives and scope of the program, the names and qualifications of the faculty members, and the prerequisites for practitioners. We would appreciate a copy of any brochure you do prepare relative to these programs.

Your cooperation is greatly appreciated.

For further information please address correspondence to: CLENE, Box 1228,
620 Michigan Avenue N.E., Washington, D.C. 20064; or call (202) 635-5087

SOME DEFINITIONS (As Used in This Data Base)

CATEGORIES OF LIBRARY PERSONNEL: (applies to section 1)

1. LIBRARIAN (with MLS degree).
2. OPERATING LIBRARIAN (without MLS degree) but performing some jobs categorized as carrying professional responsibilities, including those of management which require independent judgment.
3. TECHNICAL INFORMATION SPECIALIST (without MLS) fills positions involving work concerned with analyzing and transmitting the intellectual content of scientific, technological or other specialized information, including foreign language specializations.
4. PARAPROFESSIONAL (Library Associate) has a bachelor's degree. Supportive responsibilities at a high level, normally working within the established procedures and techniques, and with some supervision by a professional.
5. LIBRARY TECHNICIAN (Technical Assistant) has at least two years of college level study OR post-secondary school training in relevant skills. Tasks performed are supportive to Paraprofessionals (Library Associates) and higher ranks, following established rules and procedures.

TRUSTEE: The term "Trustee" is used broadly to include members of library boards or advisory library committees in universities and special libraries.

MODES AND METHODS OF CONTINUING EDUCATION: (Several modes and methods that can be defined in several ways are defined here as we are using them in this data base.)

CASE STUDY - The practice of using actual experiences as laboratory material in such subjects as journalism, civics, and debating, approaching as nearly as possible, the case system used in schools of law.

CLINIC - Clinics concentrate on the diagnosis, analysis and solution of problems identified by participants.

COMPUTER-ASSISTED INSTRUCTION (CAI) - Employs a central computer with electric typewriters, light pens, audio tape, and other equipment as terminals for the use of students. The system can be used in various modes of instruction, for example, drill or practice, inquiry, tutorial instruction, or authorship.

HOME STUDY - Relates to the improvement of professional qualifications and includes individual study at home, in car, or workplace combined with group study. A home study program provides a qualified faculty who correct, grade and comment upon the assignments sent to them by the students. Corrected assignments are returned to the student. This exchange sets up an individual personalized student-teacher relationship. Home study may be combined with study groups whenever geographically feasible; use is made of audio-visual instructional materials to provide a basis for active, participative learning.

INDEPENDENT STUDY - When a student independently completes a prescribed curriculum without classroom supplementation.

INSTITUTE - An instructional program (for a short or long period of time) set up for a special group interested in some type of specialized activity and emphasizing the development of knowledge and skills.

LABORATORY METHOD - An experience-based training process that can change outlook, behavior, or skills. In the laboratory method, each continuing education experience is designed to explore the concerns of the specific participants.

PACKAGES - A unit for delivering an educational or learning experience. May be audio and/or visual, print or non-print, or in a series.

PROBLEM SETS AND EXERCISES - Includes in-basket exercises, "incident-process technique" (requires the participant to to commit himself/herself in writing to a specific course of action), program analysis technique, problem solving books or novels, analytical exercises, etc.

PROGRAMMED INSTRUCTION - Material is presented to the learner in a planned sequence. At each step the learner makes a response that tests his comprehension and receives feedback regarding his response - if correct that student is rewarded (or "reinforced"); if incorrect, the student is instructed to restudy the material and choose another response.

ROLE-PLAYING - The assuming, either in imagination or overtly, of the part or function of another or others.

SEMINAR - A form of class organization in which a group of students engaged in research or advanced study meet under the general direction of one or more resource leaders for a discussion of problems of mutual interest.

SIMULATIONS - Condensed representations of reality or simplified models of real world processes. They can represent static things or dynamic processes.

TELEVISION/CLASSROOM - When a televised lecture series is the primary teaching source, but is shown at designated viewing centers or classrooms.

TELEVISION - Instruction is received through a televised lecture series available to the student in locations other than the classroom.

TUTORIAL - Tailor-made reading sequences to help individuals in self-directed inquiry, with periodic consultations on their progress and problems.

WORKSHOP - (also can be called a laboratory) - Short, intensive multi-activity, learning experience, emphasizing the development of individual competencies in a defined area of concern largely through a variety of small groups.

APPENDIX C

I.D. No.: ____________________
1975/76

Mail Code: ____________________

CLENE
CONTINUING LIBRARY
EDUCATION NETWORK
AND EXCHANGE
620 Michigan Avenue, N.E.
Washington, D.C. 20064

FORM FOR DATA BASE
FOR
CONTINUING EDUCATION COURSES AND PROGRAMS
FOR
LIBRARY PERSONNEL, INFORMATION AND MEDIA SPECIALISTS*

OUTLINE OF DATA SHEET

So that you may have an overall view of the major fields of information covered in the data sheet, the following outline is presented:

FIELDS OF INFORMATION COVERED IN QUESTIONNAIRE

A. Category (Subject)
B. State
C. City
D. Title
1. For (target audiences)
2. Sponsor(s)
3. At (institution/agency where held)
4. Mode
5. Time
6. Methods
7. Credit
8. Recognition
9. Level
10. Fees
11. Entrance Requirements
12. Preparation for Program
13. Teacher/Leader
14. Descriptive Materials
15. Evaluation
16. Contact
17. Job Placement
18. Special Equipment Needed
19. Objectives

Please fill out one data sheet for each course or program you offer in the area of library, information science and media continuing education. Please try to check all that applies in each of the 23 sections. The more information prospective participants have, the more apt they are to register and the more help this directory and data base will be to program planners.

A. Indicate the category heading for the course/program (adapted from the AALS classified list of subject headings for courses). Your program will be listed under the heading you check.

1. ☐ Academic Librarianship
2. ☐ Administration and Management
3. ☐ Adults, Materials and Services for
4. ☐ Archives
5. ☐ Automation and Data Processing
6. ☐ Bibliography
7. ☐ Budgeting and Financial Management
8. ☐ Buildings and Facilities
9. ☐ Cataloging and Classification
10. ☐ Children, Materials and Services for
11. ☐ Communication of Knowledge and Ideas
12. ☐ Communications
13. ☐ Conservation and Preservation of Library Materials
14. ☐ Disadvantaged, Materials and Services for
15. ☐ Education for Librarianship
16. ☐ Governmental Relations Pertinent to Libraries
17. ☐ Handicapped, Materials and Services for
18. ☐ History of Books, Printing and Libraries
19. ☐ Human Resources Development
20. ☐ Indexing and Abstracting
21. ☐ Information Counselling
22. ☐ Information Science
23. ☐ Information Systems and Networks
24. ☐ Institutionalized, Material and Services for
25. ☐ Intellectual Freedom
26. ☐ International Comparative Librarianship
27. ☐ Introduction to Librarianship
28. ☐ Law Librarianship
29. ☐ Library as a Social Organization
30. ☐ Map Librarianship
31. ☐ Media Design, Production, Programming
32. ☐ Minorities, Materials and Services for
33. ☐ Public Librarianship
34. ☐ Public Relations
35. ☐ Publishing
36. ☐ Rare Book Librarianship
37. ☐ Reference
38. ☐ Reprography
39. ☐ Research
40. ☐ School/Media Librarianship
41. ☐ Selection and Acquisition of Library Materials
42. ☐ Special Librarianship
43. ☐ Storytelling
44. ☐ Systems Analysis
45. ☐ Technical Services
46. ☐ Unionization
47. ☐ Young Adults, Materials and Services for
48. ☐ Other: ____________________

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*Data base funding from ten State Agencies: Arkansas, Florida, Idaho, Illinois, Maryland, New York, North Carolina, Ohio, Pennsylvania, and Wisconsin.

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B. (100) State(s) where course/program will be held: ______________

C. (101) City where course/program will be held: ______________

D. (102) Title of course/program: ______________

1. FOR: (target audience and maximum number to be accepted-in parentheses)*Please check all that apply.

(103) ☐ Clericals ( )
(104) ☐ Librarians with MLS or more ( )
(105) ☐ Library Technicians ( )
(106) ☐ Operating Librarians without MLS ( )
(107) ☐ Paraprofessionals ( )
(108) ☐ Administrators ( )
(109) ☐ Middle Managers ( )
(110) ☐ Library Users ( )
(111) ☐ Trustees ( )
(112) ☐ Technical Information Specialists ( )
(113) ☐ Information Science Specialists ( )
(114) ☐ Media Specialists ( )
(115) ☐ Other-please specify______________ ( )
(116) ☐ No target ( )

Are special groups recruited?

(117) ☐ Blacks ( )
(118) ☐ Spanish surnamed ( )
(119) ☐ Native Americans ( )
(120) ☐ Handicapped ( )
(121) ☐ Other-please specify______________ ( )

2. SPONSOR(S):
a. Primary Sponsor:
(122) Name of institution or organization (including department or division) sponsoring course:
____
(123) Address: ______________
Street City State Zip
Phone: ______________
b. Co-Sponsor (if any) (Name only)
(124) Name: ______________

3. AT: (Institution and/or Location, e.g., hotel, agency, etc., of course, if other than above)
(125) Name: ______________
(126) Where given (building, room, etc.): ______________
(127) City where course/program offered:
____
Street City State Zip

4. MODE of course/program (Please check one in each section)*
a. (128) ☐ Continuous (e.g., 6 hours daily for 5 consecutive days)
(129) ☐ Intermittent (e.g., one day a week for 10 weeks)
(130) ☐ Once only (no plans to repeat course)
(131) ☐ Circuit (given by developers at several locations; append list of cities and dates offered in each)
(132) ☐ Offered on a regular basis each year
(133) ☐ On demand (transportable courses, programs or labs, which are already developed and available for local groups to use, including standardized syllabi, etc., which can be used "on demand" by a local group with or without instructors.)
b. (134) ☐ Cassettes/Tapes
(135) ☐ Classroom Presentation
(136) ☐ Clinic
(137) ☐ Home Study or Home Study/Group Study
(138) ☐ Independent Study (e.g., knowledge packages, programmed learning, etc.)
(139) ☐ Institute
(140) ☐ Internship/Practicum
(141) ☐ Scholar in Residence Program
(142) ☐ Seminar
(143) ☐ Television or Television/Classroom
(144) ☐ Tutorial
(145) ☐ Workshop
(146) ☐ Other (if course or program is not in any of above categories, please specify how it differs)______________
____

5. TIME: (Duration)
a. (147) Number of days covered by program: ______________
b. (148) Span of time: from______________ to______________ (149) From:______________ to______________
month/day/year month/day/year month/day/year month/day/year
(150) From:______________ to______________ (Use additional spaces if course/program is to be repeated between
month/day/year month/day/year 5/1/76 and 4/31/77)
c. (151) Number of hours of instruction(contact hours)__________
(152) Approximate hours of student preparation time______________
(153) Total hours (including field experience, outside activities, etc.)______________
d. Intervals offered: (154) ☐ Daily (155) ☐ Weekly (15[illegible]) ☐ Bi-Weekly
(157) ☐ Monthly (158) ☐ Bi-Monthly (15[illegible]) ☐ Other______________
(160) Number of times course/program has been presented to date: ______________
e. (161) Application deadline______________

*See attachment for definitions.

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6. SUPPORTIVE METHODS (check as many as apply)

- (162) ☐ Audio tapes or cassettes
- (163) ☐ Case study materials
- (164) ☐ Computer-assisted instruction
- (165) ☐ Discussions
- (166) ☐ Diagnostic tests
- (167) ☐ Field experience
- (168) ☐ Films
- (169) ☐ Games
- (170) ☐ Laboratory work
- (171) ☐ Lectures
- (172) ☐ Open questions
- (173) ☐ On-site visits
- (174) ☐ Overhead projection
- (175) ☐ Panel presentations
- (176) ☐ Personalized System of Instruction (PSI)
- (177) ☐ Picture Boards
- (178) ☐ Programmed instruction(self-teaching devices
- (179) ☐ Problem sets and exercises
- (180) ☐ Radio
- (181) ☐ Reading materials
- (182) ☐ Role-playing exercises
- (183) ☐ Simulation methods
- (184) ☐ Slides/filmstrips
- (185) ☐ Team teaching
- (186) ☐ Telephone (conference calls)
- (187) ☐ TV or video tapes
- (188) ☐ Other (please Specify):__________________

7. CREDIT (please check type, plus number of credits in parentheses):

- (189) ☐ Audit ( )
- (190) ☐ Continuing Education Units ( )
- (191) ☐ Graduate credit ( )
- (192) ☐ Undergraduate credit ( )
- (193) ☐ Credit toward Post-MLS Certificate ( )
- (194) ☐ No credit

8. RECOGNITION given for completion (other than credit):

- (195) ☐ Grade
- (196) ☐ Certificate
- (197) ☐ Letter
- (198) ☐ Public Acknowledgement (press releases, newsletters, banquets, etc.)
- (199) ☐ None
- (200) ☐ Other(please specify):__________________

9. LEVEL (Please check one):

- (201) ☐ Basic or beginner
- (202) ☐ Intermediate
- (203) ☐ Advanced
- (204) ☐ Other (Please specify):__________________

10. FEES:

- (205) ☐ Tuition________________
- (206) ☐ Board________________
- (207) ☐ Other Fees________________
- (208) ☐ Total________________
- (209) ☐ None

Living accommodations available on campus? (210) ☐ Yes (211) ☐ No

(212) ☐ Single (213) ☐ Couples (214) ☐ Mandator

11. ENTRANCE REQUIREMENTS:

- (215) ☐ None
- (216) ☐ MLS Degree
- (217) ☐ BA,BS Degree
- (218) ☐ AA,AS Degree
- (219) ☐ Certain pre-requisite courses (list):__________________
- (220) ☐ ________(no.) years of experience in library and information science field
- (221) ☐ Certain types of work experience(specify):__________________
- (222) ☐ Other (please specify):__________________

12. PREPARATION for program:

- (223) ☐ Readings prior to program
- (224) ☐ Materials to be brought
- (225) ☐ Pre-test
- (226) ☐ Other (please specify):__________________

13. TEACHER/LEADER (Name, position, institution)

(227)____________________________________

14. DESCRIPTIVE MATERIALS on program available:

- (228) ☐ Articles
- (229) ☐ Brochure
- (230) ☐ Catalog
- (231) ☐ Syllabus
- (232) ☐ None
- (233) ☐ Other (please specify):__________________

Please send samples of all available materials.

15. EVALUATION:

- (234) ☐ By participants
- (235) ☐ By an expert
- (236) ☐ By panel of experts
- (237) ☐ Internal system of evaluation
- (238) ☐ External system of evaluation
- (239) ☐ Other(please specify):__________________
- (240) ☐ No evaluation

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16. PERSONS TO CONTACT for more information (including registration materials):
(241) Name: ____________
(242) Address (if different from sponsor's): ____________
Street
____
City State Zip
(243) Telephone: ____________

17. Is JOB PLACEMENT available to those who complete the program? (244) ☐ Yes (245) ☐ No

18. SPECIAL MATERIALS or equipment needed for the program: ____________
(246) ☐ Supplied by sponsor (247) ☐ Supplied by participant (248) ☐ None needed

19. OBJECTIVES: (Stated in terms of educational outcomes, e.g., a general goal statement and a list of specific objectives that indicate what the participant will be able to do after completing the program. Limit of 100 words.)

BACKGROUND INFORMATION (about responding organization)

Name of person completing questionnaire: ____________
Title: ____________
Name of organization for which you are completing questionnaire: ____________
Telephone: ____________
Does your organization have one specific person or group that has special responsibility in the area of continuing education? ( ) Yes ( ) No
If YES, what is the title of this person or group? ____________
What is the name of this person or group? ____________
Have you completed a questionnaire for each course/program you offer? ( ) Yes ( ) No

If you need more data sheets to list all your continuing education courses/programs, you may duplicate this form. Thank you very much for providing us the opportunity to list your courses and programs; you have helped us and the entire profession!

Please return to:

CLENE, Box 1228, 620 Michigan Avenue, N.E., Washington, D.C., 20064

BEFORE: November 30, 1975